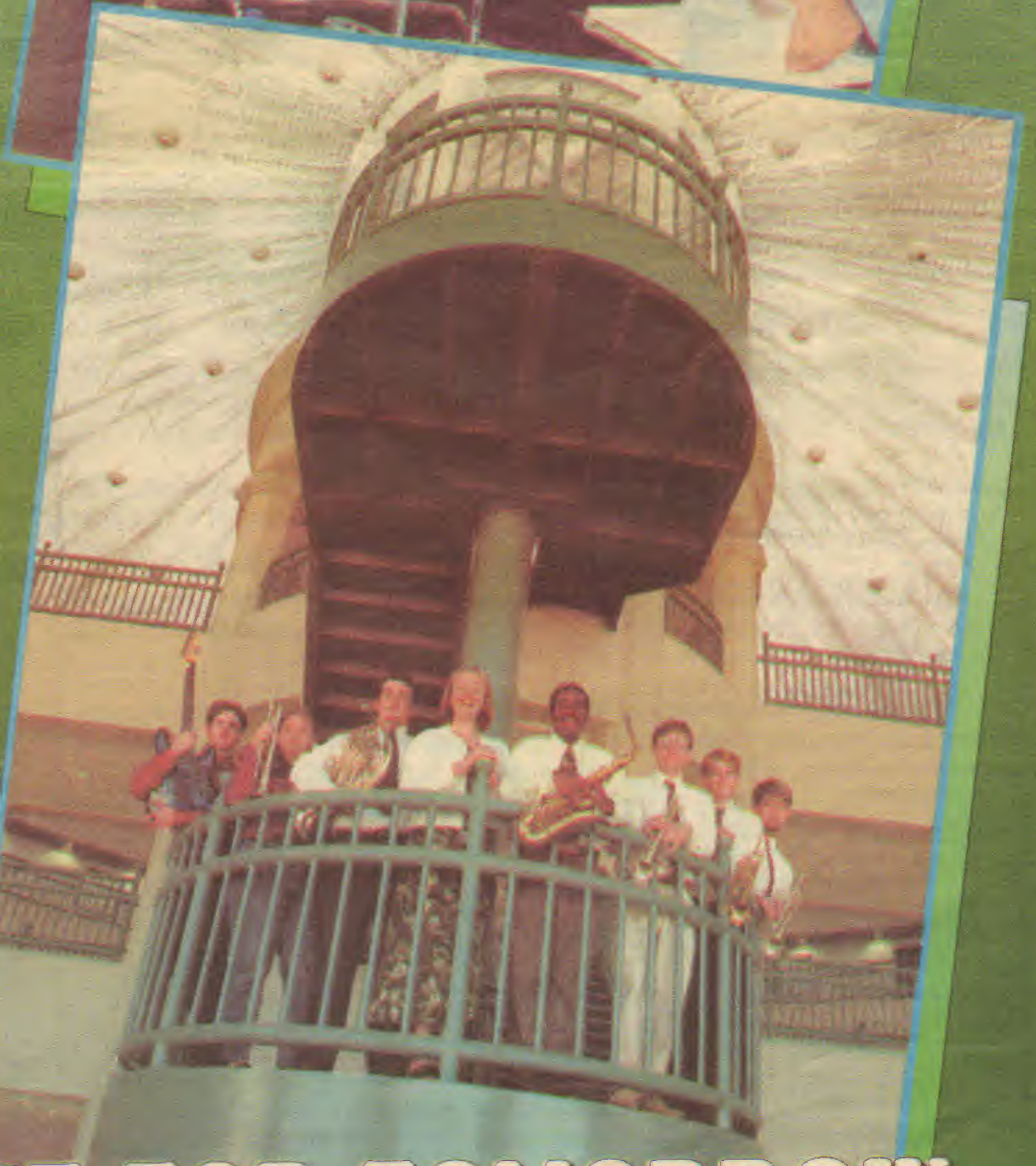
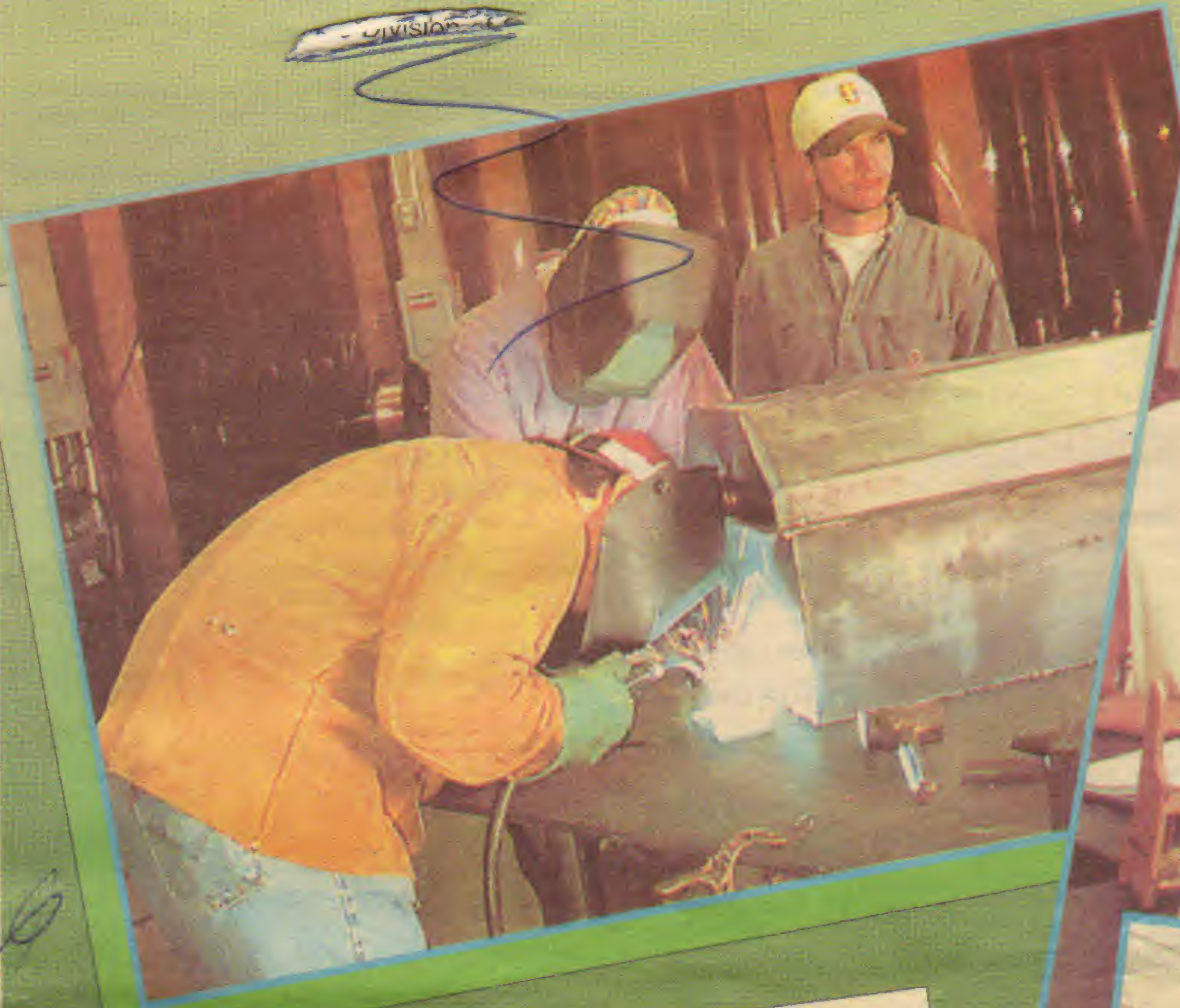


SHELTON STATE COMMUNITY COLLEGE 1998 SPRING SEMESTER SCHEDULE



**SETTING THE PACE FOR TOMORROW
NEW TIME. NEW WORLD. NEW SHELTON!
REGISTRATION HOT LINE NUMBER 391-2293**

HOW TO REGISTER - SPRING 1998

There will be several opportunities to register for classes for the Spring.

1. TELEPHONE REGISTRATION CALL - (205) 758-8089

Note: There will only be five telephone lines available. It may be difficult to phone in on the first day. Advising **will not** be available during your phone call. The operator will require your social security number and the following information concerning the class or classes you wish to take: department symbol, course number, section number, (ENG 101 - 01, for example).

Dates and times for telephone registration

December 1	12 - 6 p.m.
December 2	2 - 6 p.m.
December 3	2 - 6 p.m.
December 4	2 - 6 p.m.

Telephone registration is for current, former, transient and transfer students. To register by phone, transient and transfer students must have an application for admission on file by **November 24, 1997**. A transient student is one who attends another college or university and is simply taking courses at Shelton State. A transfer student is one who has attended another college or university in the past but is now transferring credits to Shelton State Community College.

**AFTER YOU REGISTER, YOU MAY PAY ON ANY BUSINESS DAY
BETWEEN 8 A.M. AND 4 P.M.
TUITION MUST BE PAID BY 4 P.M. ON DECEMBER 5.**

Tuition may be paid by cash, check, VISA or MasterCard. THERE ARE NO DEFERMENTS. SCHEDULES OF STUDENTS NOT PAYING THEIR TUITION ON DECEMBER 5 WILL BE REMOVED FROM THE COMPUTER.

TRANSIENT STUDENTS ARE NOT ELIGIBLE FOR FINANCIAL AID

INTERNATIONAL STUDENTS MUST HAVE A COMPLETE FILE BY DECEMBER 1, 1997, IN ORDER TO ATTEND SHELTON STATE COMMUNITY COLLEGE FOR THE 1998 SPRING SEMESTER. A COMPLETE FILE CONSISTS OF: 1) AN APPLICATION FOR ADMISSION, 2) A DOCUMENTED TOFEL SCORE OF 500, 3) FINANCIAL SUPPORT DOCUMENTATION, 4) TRANSLATED COLLEGE OR HIGH SCHOOL TRANSCRIPT, AND 5) PROOF OF MEDICAL INSURANCE.

FIRST DAY OF CLASS IS JANUARY 12.

STEPS FOR TELEPHONE REGISTRATION

1. Transfer and transient students who have never attended Shelton State Community College must submit an application for admission by **November 24, 1997**. Applications are available in the Admissions Office on the main campus and the Fredd Campus.
2. Current and returning students need not submit an application for admission if they have attended classes at Shelton any semester since 1989. Otherwise, they should update an application by **November 24, 1997**.
3. Students should determine courses(s) they need to take by consulting the curriculum in the catalog and the time preferred to take the courses(s) by consulting the 1998 Shelton State Spring Semester Schedule.
4. Once the courses(s) the student wishes to take and the time he/she wishes to take them have been determined, he/she should call (205) 758-8089 during the dates and times listed above and give the operator his/her Social Security Number and the course(s) he/she wishes to take. If a course happens to be closed or canceled, the operator will provide alternative selections if possible.
5. If the student wishes to make a schedule change after he/she has registered by phone, he/she may do so within times listed for telephone registration. After **December 4, 1997**, a student must report to Drop/Add, **January 9, 12, 13, or 14**.
6. Once the student has registered by telephone, he/she must pay tuition on any business day between 8 a.m. and 4 p.m. on or before **December 5, 1997**, in the Business Office on the Martin Campus in the atrium. If the student wishes to pay by Visa or MasterCard, he/she may call (205)391-2335 between 8 a.m. and 4 p.m. before **December 5, 1997**. If the student is receiving financial aid or a scholarship, he/she must report to the Financial Aid Office to clear his/her account before reporting to the cashier's office.
7. Classes begin **January 12, 1998**. Students may pick up a parking decal in the Security Office on the Martin Campus during the first week of class.

Students who know which classes they need to take and who are prepared to pay that day, may register for the Spring Semester in the Admissions Office between 9 a.m. and 4 p.m. on December 11, 12, 15, 16, 17, 18, and 19.

2. REGISTRATION - WEST ENTRANCE - MAIN CAMPUS

NOTE: TIME ASSIGNMENT CARDS WILL BE ISSUED BEGINNING AT 7:30 A.M. ON EACH DAY OF REGISTRATION AT THE WEST ENTRANCE.

Spring Semester Registration

January 7: 12 - 6 p.m.
January 8: 9 a.m. - 2 p.m.

All current and returning students should obtain a free student copy of their transcript in the Admissions and Records Office located in the atrium of the Martin Campus prior to registration. Students registering on January 7, or 8 should bring a student copy of their transcripts with them for advising purposes. Transfer and transient students should also bring student copies of all previous college work to registration for advising purposes.

CLASSES BEGIN JANUARY 12.

IT IS VITAL THAT YOU ATTEND THE FIRST DAY OF CLASS TO DETERMINE IF YOU ARE IN THE CORRECT CLASS AND TO MAKE SURE THE CLASS IS NOT CANCELED.

Payment must be made at the time of registration.

All students who are planning to attend Shelton State Community College during the Spring Semester must have an application on file by **January 5, 1998**. After this date, students should plan on bringing their applications with them when they register.

Tuition may be paid by cash, check, VISA or MasterCard. THERE ARE NO DEFERMENTS. SCHEDULES OF STUDENTS NOT PAYING THEIR TUITION ON JANUARY 7 OR JANUARY 8 WILL BE REMOVED FROM THE COMPUTER.

Registration will be held on the Martin Campus of Shelton State Community College, 9500 Old Greensboro Road. Registration will begin at the West concourse entrance.

3. DROP/ADD AND LATE REGISTRATION ATRIUM - MARTIN CAMPUS

January 9	10 a.m. - 1 p.m. (No classes meet on this day)
January 12	11 a.m. - 1 p.m. 4:30 - 6 p.m.
January 13	11 a.m. - 1 p.m. 4:30 - 6 p.m.
January 14	11 a.m. - 1 p.m.

PLEASE REPORT TO DROP/ADD AT THE ABOVE TIMES IF YOUR CLASS IS CANCELED.

After January 14, you may drop classes but you may not add; this includes changing the time of the same class, changing from audit to credit or credit to audit. There will be no registration for full-term classes after January 14.

There will be a \$10 late fee charged for persons registering during late registration.

4. INSTRUCTIONS FOR BEGINNING FRESHMEN

All beginning freshmen students must take the ASSET Placement Test before they may register.

All freshmen taking the ASSET Placement Test on or before the December 9, 1997 ASSET test date will be issued a time assignment card and will be able to register on December 10, 1997. Students with an ACT exemption (see placement policy below) should obtain a time assignment card from the ASSET Coordinator on or before December 9, 1997.

Freshmen Registration December 10 1 - 4 p.m.
Payment is due at the time of registration.

**THIS TIME IS ONLY FOR FIRST-TIME FRESHMEN WHO HAVE TAKEN THE ASSET TEST
OR PRESENTED HIS/HER ACT SCORES TO THE ASSET COORDINATOR.**

You must have a time assignment card to enter Freshman Registration!

**ALL FRESHMEN TAKING THE ASSET TEST AFTER THIS DATE
WILL REGISTER DURING REGULAR REGISTRATION.**

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SPRING 1998 SEMESTER REFUND SCHEDULE AND POLICY

DROPPING CLASSES

Students who drop a course (or courses) and have other courses remaining within the same term on their schedule, may receive 100% refund if the course is dropped during the drop/add period. **AFTER THE DROP/ADD PERIOD, NO REFUNDS WILL BE GIVEN TO STUDENTS WHO DROP A COURSE (OR COURSES) AND HAVE OTHER COURSES REMAINING ON THEIR SCHEDULE. REFUNDS WILL BE ISSUED FOR COMPLETE WITHDRAWAL ONLY!**

THE DROP/ADD PERIOD FOR FULL TERM IS JAN. 9- JAN. 14, 1998.
THE DROP/ADD PERIOD FOR FIRST SPLIT-TERM IS JAN. 9- JAN. 13, 1998
THE DROP/ADD PERIOD FOR SECOND SPLIT-TERM IS MAR. 11- MAR. 13, 1998

WITHDRAWAL FROM SCHOOL

In order to receive 100% refund for complete withdrawal from school, students must withdraw **BEFORE THE FIRST SCHEDULED CLASS DAY LISTED ON THE COLLEGE CALENDAR FOR THAT TERM!** The refund schedule for complete withdrawal is as follows:

PLACEMENT TEST POLICY

All entering students registering for more than three hours of credit or registering for courses requiring competencies must take the ACT ASSET Placement Test prior to registration. Placement test exemptions are given for students who have completed college level math or English courses, or students who have equivalent ACT scores.

Students scoring 20 or higher on the English portion of the ACT are not required to take the writing skills or reading skills portion of the ASSET Placement Test and automatically qualify for English 101. Students scoring 20 or higher on the math portion of the ACT are exempt from the numerical skills portion of the placement test and automatically qualify for Math 109. If a student wishes a higher math placement they must take the appropriate portion of the ASSET Placement Test. The student should consult a counselor to determine the proper math test they should take.

It is the student's responsibility to have ACT scores on file with the ASSET coordinator and to receive a clearance slip to be admitted to classes **prior to registration.** The ASSET coordinator is located in the Counseling Center.

ASSET TEST DATES

Tuesday, November 18	9 a.m.	Wednesday, January 7	9 a.m.
		Thursday, January 8	1 p.m.
Thursday, December 4	5:30 p.m.	Monday, January 12	1 p.m.
Tuesday, December 9	9 a.m.	Tuesday, January 13	9 a.m.
Thursday, December 11	5:30 p.m.	Wednesday, January 14	9 a.m.

FULL TERM (Starts Jan. 12, 1998 - Ends May 8, 1998)

On or Before Jan. 9, 1998	100%
Jan. 12- Jan. 16, 1998	75%
Jan. 20 - Jan. 26, 1998	50%
Jan. 27 - Feb. 2, 1998	25%
After Feb. 2, 1998	NO REFUND

FIRST SPLIT-TERM (Starts Jan. 12, 1998 - Ends Mar. 6, 1998)

On or Before Jan. 9, 1998	100%
Jan. 12 - Jan. 14, 1998	75%
Jan. 15 - Jan. 20, 1998	50%
Jan. 21 - Jan. 23, 1998	25%
After Jan. 23, 1998	NO REFUND

SECOND SPLIT-TERM (Starts Mar. 11, 1998 - Ends May 8, 1998)

On or Before Mar. 10, 1998	100%
Mar. 11 - Mar. 13, 1998	75%
Mar. 16 - Mar. 18, 1998	50%
Mar. 19 - Mar. 23, 1998	25%
After Mar. 23, 1998	NO REFUND

****NOTE: SHELTON STATE DOES NOT GIVE CASH REFUNDS.** Refund checks are mailed from the Business Office. Students requesting refunds for complete withdrawals on or after the first scheduled day listed on the college calendar for that term will be charged a 5% administrative fee. In order for refunds to be processed, students must go through the Admissions Office to complete a drop slip. Students must then take the drop slip to the Cashier's Office and complete a refund request. **There is a one dollar (\$1.00) charge for dropping a class (or classes) unless the class is cancelled or the student withdraws from school. This fee must be paid at the time the refund is requested.**

PELL GRANT STUDENTS

THE FOLLOWING INFORMATION WILL BE EFFECTIVE SPRING SEMESTER. THESE CHANGES WILL ALLOW THE COLLEGE TO MAIL RESIDUAL FINANCIAL AID CHECKS BY THE END OF JANUARY.

FINANCIAL AID DEADLINE - Students must present a valid Student Aid Report to the Financial Aid Office before the close of regular registration to charge tuition, fees, or books against the Federal Pell Grant. Students registering during the drop/add period will not be allowed to use financial aid and will be required to pay cash. The U.S. Department of Education has defined a valid Student Aid Report as one that the Federal Processor has calculated and does not require any corrections.

FINANCIAL AID BOOK VOUCHER DEADLINE - Students receiving financial aid will be allowed to charge books and supplies against their financial aid award until the last day of the drop/add period. Students must have a copy of their class schedule from the Admissions Office, a book voucher from the Financial Aid Office, and a picture I.D. to charge books in the College Bookstore. Students needing books after the drop/add period must pay cash.

FINANCIAL AID DISBURSEMENT - Students receiving financial aid will have the residual amount (awarded amount minus tuition, fees, and books) mailed, to the address on file in the Admissions Office, 14 days after the first day of classes. It is the student's responsibility to notify the Admissions Office of changes of address. Addresses are not automatically changed at registration. Students are required to complete a change of address form that is available in the Admissions Office. Students should allow a minimum of 21 days to receive their checks.

SHELTON STATE COMMUNITY COLLEGE
RESIDENT TUITION
FOR FALL, SPRING, AND SUMMER SEMESTERS 1997-1998

CREDIT HOURS	TUITION	FACILITY RENEWAL FEE	INSTRUCTIONAL FEE	TOTAL
1	\$36.00	\$1.50	\$6.00	\$43.50
2	\$72.00	\$3.00	\$12.00	\$87.00
3	\$108.00	\$4.50	\$18.00	\$130.50
4	\$144.00	\$6.00	\$24.00	\$174.00
5	\$180.00	\$7.50	\$30.00	\$217.50
6	\$216.00	\$9.00	\$36.00	\$261.00
7	\$252.00	\$10.50	\$42.00	\$304.50
8	\$288.00	\$12.00	\$48.00	\$348.00
9	\$324.00	\$13.50	\$54.00	\$391.50
10	\$360.00	\$15.00	\$60.00	\$435.00
11	\$396.00	\$16.50	\$66.00	\$478.50
12	\$432.00	\$18.00	\$72.00	\$522.00
13	\$468.00	\$19.50	\$78.00	\$565.50
14	\$504.00	\$21.00	\$84.00	\$609.00
15	\$540.00	\$22.50	\$90.00	\$652.50

21 or more hours REQUIRES a Dean's approval!!!

SHELTON STATE COMMUNITY COLLEGE
NON-RESIDENT TUITION
FOR FALL, SPRING, AND SUMMER SEMESTERS 1997-1998

CREDIT HOURS	TUITION	FACILITY RENEWAL FEE	INSTRUCTIONAL FEE	TOTAL
1	\$72.00	\$1.50	\$6.00	\$79.50
2	\$144.00	\$3.00	\$12.00	\$159.00
3	\$216.00	\$4.50	\$18.00	\$238.50
4	\$288.00	\$6.00	\$24.00	\$318.00
5	\$360.00	\$7.50	\$30.00	\$397.50
6	\$432.00	\$9.00	\$36.00	\$477.00
7	\$504.00	\$10.50	\$42.00	\$556.50
8	\$576.00	\$12.00	\$48.00	\$636.00
9	\$648.00	\$13.50	\$54.00	\$715.50
10	\$720.00	\$15.00	\$60.00	\$795.00
11	\$792.00	\$16.50	\$66.00	\$874.50
12	\$864.00	\$18.00	\$72.00	\$954.00
13	\$936.00	\$19.50	\$78.00	\$1,033.50
14	\$1,008.00	\$21.00	\$84.00	\$1,113.00
15	\$1,080.00	\$22.50	\$90.00	\$1,192.50

21 or more hours REQUIRES a Dean's approval!!!

INDUSTRIAL MAINTENANCE TECHNOLOGY

Certificate Program (26 Credit Hours)
INT-CIP 47.0303

Interested in a high paying career in Manufacturing? Consider becoming an Industrial Maintenance Technician - one of the most valued employees in industry. Shelton State Community College offers a training program with year around courses specifically developed for this exciting career. Called **Industrial Maintenance Technology**, this program provides the foundation of technical knowledge and troubleshooting skills needed to perform the maintenance and repair of industrial production equipment. A state approved 26 credit hour certificate will be awarded after successful completion of the program.

For more information call the IMT Information Hotline: (205) 391-2412

Recommended Prerequisite Courses: Technical Mathematics-IMT 101, Blueprint Reading-IMT 102, Precision Measurement -IMT 103.

Required Courses:

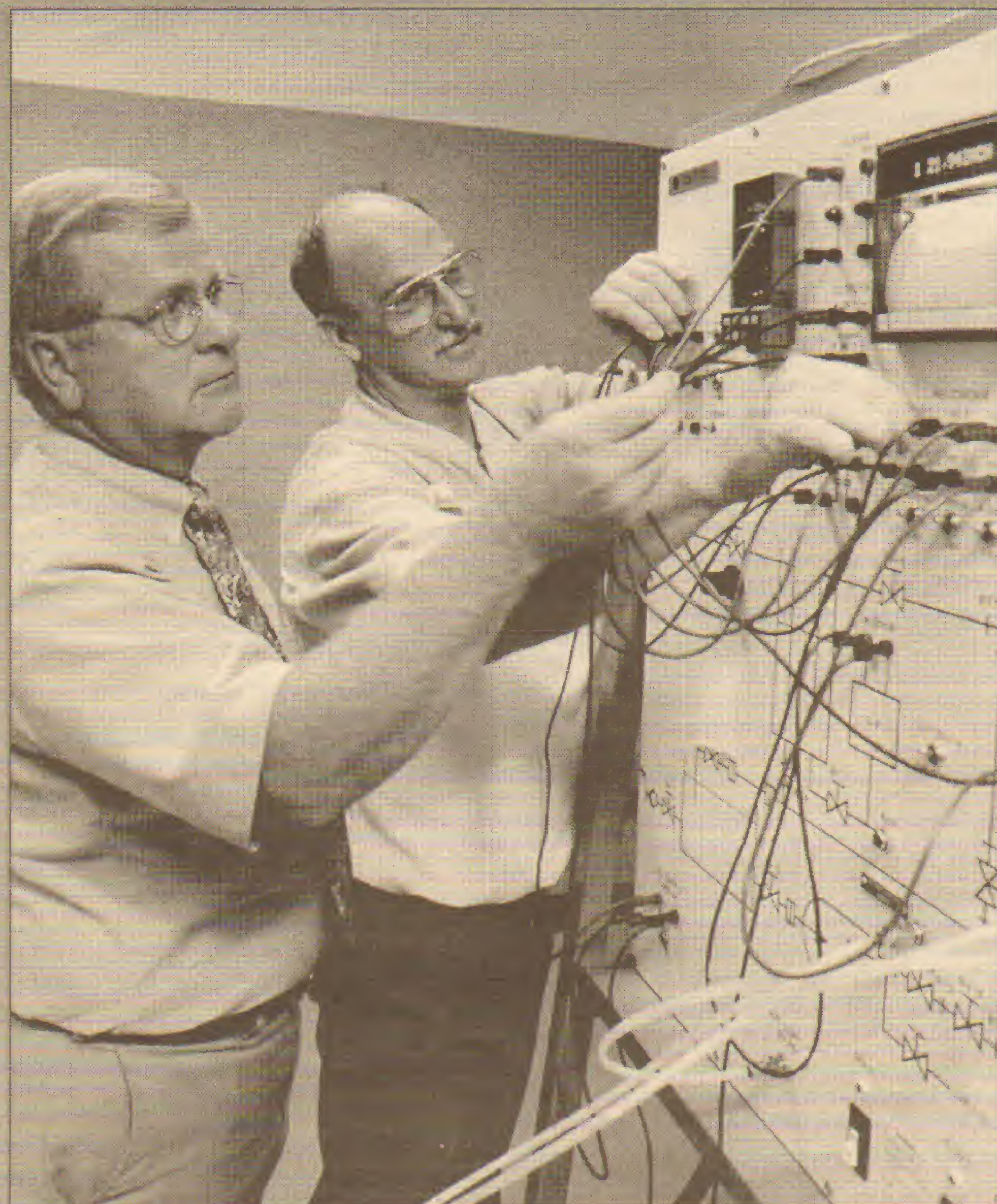
	Credit Hours
INT-111 Fundamentals of Industrial Electricity	6
INT-121 Principles of Industrial Mechanics	2
INT-131 Principles of Industrial Hydraulics Technology	2
INT-141 Principles of Industrial Pneumatics Technology	2

Electives:

	Credit Hours
INT-112 Industrial Electrical Control	6
INT-151 Introduction to Programmable Logic Controllers	2
INT-152,153,154,155 Applied Principles of Programmable Logic Controllers	2
INT-156,157,158,159 Advanced Principles of Programmable Logic Controllers	2
INT-132 Applied Principles of Industrial Hydraulics Technology	2
INT-142 Applied Principles of Industrial Pneumatics Technology	2
INT-122 Applied Principles of Industrial Mechanics	2
INT-161 Fundamentals of Industrial Pipe Fitting and Welding	2

Total Credits of Required courses.....12 credit hours
Total Credits of Elective courses.....14 credit hours

Total Credits Required for Certificate26 Credit Hours



JOIN THE SHELTON STATE ALUMNI ASSOCIATION AND COME HOME TO SHELTON!

If you have ever attended Shelton State and would like to give something back, or if you would just like to help the college, this is your opportunity. The SHELTON STATE ALUMNI ASSOCIATION needs you. The Shelton State Alumni Association offers you the opportunity to see old friends and meet new ones. You'll have the chance to network with others who have attended the college, and at the same time, you'll have the chance to give something back to the college.

Anyone who has ever attended Shelton, including those who attended while the college was under a different name (Shelton Technical College, Brewer State Junior College - Tuscaloosa Branch, C.A. Fredd State Technical College), is eligible for membership. Current students and friends of the college are also eligible for membership.

Dues for active members in the Alumni Association are \$15 each year. Shelton also offers corporate levels of \$100, \$250, and \$500.

If you would like to join or want more information, fill out the form and return it today to:

The Shelton State Alumni Association, 9500 Old Greensboro Road, Tuscaloosa, AL 35405. Or call the Alumni Office, (205) 391-2221 or 391-2252.

Name _____

Address _____

Telephone Number _____

Employer _____

WATER/WASTEWATER PLANT OPERATOR

Certificate Program

Due to the geographical dispersion of water/wastewater plant operators throughout the state, all courses leading to the water and Wastewater Plant Operator Certificate are available in an "independent study" format only. For more information on specific courses, call 205-391-2379.

CRS NO.	COURSE TITLE	CRS
WATER:		
WMT 101	Water Quality and Treatment Processes I	4
WMT 102	Water Quality and Treatment Processes II	4
WMT 220	Small Water Systems	3
WMT 221	Water Distribution Systems	3
WASTEWATER:		
WMT 103	Wastewater Treatment Processes I	4
WMT 104	Wastewater Treatment Processes II	4
WMT 203	Advanced Waste Treatment	4

TOTAL 26

All hours of this certificate program will count as credit in the Associate in Applied Science Degree in Water and Wastewater Management and Technology.

1998 SPRING SCHEDULE OF CLASSES

COURSE NUMBER	SECTITLE	DAY	TIME	CHS	CAMPUS	ROOM	INSTRUCTOR
ADULT BASIC EDUCATION							
ABE 098 01	GED Preparation	MTWRF	8:00am-12:00n	0	W	171E	Stanley
AIR CONDITIONING & REFRIGERATION							
ACR 133 01	Air Conditioning/Refrig. Piping	F	9:30am-2:30pm	3	W	131A	Logan
ACR-112 50	Basic Electricity for HVAC	MTW	6:00pm-9:30pm	6	W	131A	Staff
ACR-132 50	Heat Pumps	MTW	6:00pm-9:30pm	6	W	131A	Staff
ACR 111 60	Intro. to Air Condition & Refg. (1/12/98 thru 3/9/98)	MTWRF	9:30am-2:30pm	6	W	131A	Logan
ACR 121 60	Heating Systems (1/12/98 thru 3/9/98)	MTWRF	9:30am-2:30pm	6	W	131A	Logan
ACR 112 70	Basic Electricity for HVAC (3/11/98 thru 5/15/98)	MTWRF	9:30am-2:30pm	6	W	131A	Logan
ACR 122 70	Commercial Air Cond & Refrigeration (3/11/98 thru 5/15/98)	MTWRF	9:30am-2:30pm	6	W	131A	Logan
AIR FORCE STUDIES							
AFS 103 01	Leadership Laboratory	R	5:00pm-6:20pm	0	UA	203	Tripp
AFS 130 01	Air Force Today	T	2:00pm-2:50pm	1	UA	203	McCracken AP
AFS 130 03	Air Force Today	W	2:00pm-2:50pm	1	UA	201	McCracken AP
AFS 203 01	Leadership Laboratory	R	5:00pm-6:20pm	0	UA	203	Tripp
AFS 230 01	Air Power Development I	R	2:00pm-2:50pm	1	UA	201	Tripp
AFS 230 03	Air Power Development I	R	3:00pm-3:50pm	1	UA	201	Tripp
ANTHROPOLOGY							
ANT 230 01	Introduction to Archaeology	TR	11:00am-12:15pm	3	W	241	Bizzoco
ART							
ART 113 01	Drawing I	MWF	8:00am-9:50am	3	E	161B	Seale
ART 114 01	Drawing II	MWF	8:00am-9:50am	3	E	161B	Seale
ART 173 01	Photography I	MWF	9:00am-10:50am	3	E	125	Staff
ART 174 01	Photography II	MWF	9:00am-10:50am	3	E	125	Staff
ART 204 01	Art History I	MWF	1:00pm-1:50pm	3	E	151E	Lien
ART 204 02	Art History II	TR	12:30pm-1:45pm	3	E	131A	Lien
ART 233 01	Painting I	TR	9:00am-11:50am	3	E	161C	Lien
ART 234 01	Painting II	TR	9:00am-11:50am	3	E	161C	Lien
ART 286 01	Art for Teachers	MWF	11:00am-12:10pm	3	E	131A	Lien
EVENING							
ART-113 50	Drawing I	MW	6:00pm-8:50pm	3	E	161B	Staff
ART-114 50	Drawing II	MW	6:00pm-8:50pm	3	E	161B	Staff
ART-173 50	Photography I	TR	6:00pm-8:50pm	3	E	125	Staff
ART-174 50	Photography II	TR	6:00pm-8:50pm	3	E	125	Staff
ART-286 50	Art for Teachers	M	6:00pm-9:30pm	3	E	131A	Lien
ASTRONOMY							
AST-101 01	Introduction to Astronomy	TR	8:00am-9:15am	3	W	253	Albritton
AST-101 50	Introduction to Astronomy	M	6:00pm-8:45pm	3	W	253	Albritton
AST-101 51	Introduction to Astronomy	W	6:00pm-8:45pm	3	W	253	Albritton
AST-102 50	Introduction to Astronomy Lab	M	8:45pm-10:45pm	1	W	253	Albritton
AST-102 51	Introduction to Astronomy Lab	W	8:45pm-10:45pm	1	W	253	Albritton
AST-102 52	Introduction to Astronomy Lab	T	8:45pm-10:45pm	1	W	253	Albritton
AUTO BODY REPAIR							
ABR 141 01	Painting and Refinishing I T=8:00am-3:00pm, W=8:00am-12:00pm	TW		6	Fredd	302	Staff
ABR 190 01	Special Projects	TBA	TBA	3	Fredd	302	Staff
ABR 191 01	Special Problems in ABR	TBA	TBA	3	Fredd	302	Staff
ABR 241 01	Painting and Refinishing II	M	8:00am-3:00pm	4	Fredd	302	Staff
AUTOMOTIVE							
AUM 100 01	Introduction to Automotive Technology	MTWRF	8:00am-9:00am	3	Fredd	301	Handley
AUM 133 01	Heating and Air Conditioning Systems	MTW	8:00am-9:00am	3	Fredd	301	Handley
AUM 113 60	AUM Electrical & Electronic Systems (1/12/98 thru 3/9/98)	MTWRF	9:00am-1:00pm	6	Fredd	301	Handley
AUM 121 70	Automotive Engines and Repair (3/11/98 thru 5/15/98)	MTWRF	9:00am-1:00pm	6	Fredd	301	Handley
BARBERING							
BAR 111 01	Introduction to Barbering Science	M	8:00am-4:00pm	4	W	126A	Love
BAR 112 01	Introduction to Barbering Technology	T	8:00am-4:00pm	4	W	294	Love
BAR 113 01	Human Relations	W	8:00am-11:00am	3	W	254	Love
BAR 114 01	Analytical Survey	R	8:00am-4:00pm	4	W	294	Love
BAR 115 01	Basic Barbering/Styling Skills	T	8:00am-4:00pm	4	W	294	Staff
BAR 121 01	Skin Care	M	8:00am-4:00pm	4	W	294	Staff
BAR 123 01	Advanced Barbering/Styling Skills	R	8:00am-4:00pm	4	W	294	Staff
EVENING							
BAR-111 50	Introduction to Barbering Science	MW	6:00pm-10:00pm	4	W	294	Staff
BAR-112 50	Introduction to Barbering Technology	TR	6:00pm-10:00pm	4	W	294	Staff
BIOLOGY							
BIO 114 01	Principles of Biology I Lab W 11-1pm Rm 275C	MWF	8:00am-8:50am	4	W	275C	Haynes
BIO 114 02	Principles of Biology I Lab T 1-3pm Rm 275C	TR	8:00am-9:15am	4	W	275C	Cooper
BIO 114 03	Principles of Biology I Lab T 11-1pm Rm 275C	TR	8:00am-9:15am	4	W	275A	Brenizer
BIO 114 04	Principles of Biology I Lab W 1-3pm Rm 275C	MWF	9:00am-9:50am	4	W	275C	Haynes
BIO 114 05	Principles of Biology I Lab M 11-1pm Rm 275C	MWF	9:00am-9:50am	4	W	275A	Anderson
BIO 114 06	Principles of Biology I Lab R 11-1pm Rm 275C	TR	9:30am-10:45am	4	W	275C	Brenizer
BIO 114 07	Principles of Biology I Lab R 1-3pm Rm 275C	TR	9:30am-10:45am	4	W	275A	Anderson
BIO 114 08	Principles of Biology I Lab M 1-3pm Rm 275C	MWF	10:00am-10:50am	4	W	275A	Anderson
BIO 114 09	Principles of Biology I Lab T 12:30-2:30pm Rm 275A	TR	11:00am-12:15pm	4	W	275A	Anderson
BIO 116 01	Principles of Biology II Lab R 11-1pm Rm 277	TR	9:30am-10:45am	4	W	277	Haynes

continued on next page

ATTENTION ADULT STUDENTS -

If you are an adult and would like to make a change in your life, Shelton State has the program just for you. Shelton now has a new adult recruitment office, ready to address the needs of the adult student.

Let us help make your return to school as easy, simple and beneficial to you as possible. You may be interested in a promotion at work, or maybe you're thinking about a new career. Perhaps you're entering the workforce for the first time. Whatever your dream may be, Shelton State can help you.

Phillip Coleman is the new director of adult recruitment and is here to answer any questions you may have. Phillip can provide you with information about classes, registration, financial aid, or other concerns you may have about college. Phillip is also available to conduct tours of the campuses and to make presentations to groups and organizations. Call Shelton's Adult Recruitment Office today, 291-2476, and learn how Shelton State can make a difference in your life!

FINAL EXAM SCHEDULE

NOTE: Your scheduled exam time may differ from your class time.

MWF CLASSES

YOUR EXAM IS:

8am.....	M	8-10am
9am.....	W	8-10am
10am.....	F	10am-12pm
11am.....	M	10am-12pm
12n.....	W	10am-12pm
1pm.....	F	12:30-2:30pm
2pm.....	M	12:30-2:30pm
3pm.....	M	2:30-4:30pm
4pm.....	W	2:30-4:30pm

TR CLASSES

8am.....	T	8-10am
9:30am.....	R	8-10am
11am.....	T	10am-12pm
12:30pm.....	R	12:30-2:30pm
2pm.....	T	12:30-2:30pm
3:30pm.....	R	2:30-4:30pm
4pm.....	T	2:30-4:30pm

MW 6-7:15pm.....	M	6-8pm
TR 6-7:15pm.....	T	6-8pm
M only classes.....	M	6-8pm
T only classes.....	T	6-8pm
W only classes.....	W	6-8pm
R only classes.....	R	6-8pm

PREREQUISITES: Before you enroll in a course, you must satisfy all prerequisites (including ASSET scores) for that course. If you enroll in a course where you have not fulfilled all prerequisites, you may not receive credit for that course.

COURSE NUMBER	SEC TITLE	DAY	TIME	CHS	CAMPUS	ROOM	INSTRUCTOR
BIO 130 01	Medical Terminology	MWF	10:00am-10:50am	3	W	272	Blethen
BIO 130 02	Medical Terminology	MW	4:00pm-5:15pm	3	W	275A	Blethen
BIO 201 01	Human Anatomy & Physiology I Lab M 11-1pm Rm 257D	MWF	8:00am-8:50am	4	W	257D	Brenizer
BIO 201 02	Human Anatomy & Physiology I Lab M 1-3pm Rm 257D	MWF	9:00am-9:50am	4	W	257D	Brenizer
BIO 201 03	Human Anatomy & Physiology I Lab T 1-3pm Rm 257D	TR	9:30am-10:45am	4	W	257D	Aaron
BIO 201 04	Human Anatomy & Physiology I Lab R 12:30-2:30pm Rm 257D	TR	11:00am-12:15pm	4	W	257D	Aaron
BIO 202 01	Human Anatomy & Physiology II Lab M 1-3pm Rm 257 (for nursing students)	MWF	8:00am-8:50am	4	W	257	Cooper
BIO 202 02	Human Anatomy & Physiology II Lab W 1-3pm Rm 257	MW	11:00am-12:15pm	4	W	257	Cooper
BIO 202 03	Human Anatomy & Physiology II Lab T 11-1pm Rm 257	TR	9:30am-11:00am	4	W	257	Blethen
BIO 223 01	Microbiology And Man Lab M & W 12:30-1:30pm Rm 277B	MW	11:00am-12:15pm	4	W	277B	Blethen
BIO 114 10	Principles of Biology I Lab W 3:30-5:30pm Rm 275C	TR	3:30pm-4:45pm	4	W	275C	Cooper

EVENING

BIO-114 51	Principles of Biology I Lab T 7:15-9:15pm Rm 275C	TR	6:00pm-7:15pm	4	W	275C	Staff
BIO-116 50	Principles of Biology II Lab W 7:15-9:15pm Rm 277	MW	6:00pm-7:15pm	4	W	277	Haynes
BIO-201 50	Human Anatomy & Physiology I Lab M 7:15-9:15pm Rm 257D	W	6:00pm-7:15pm	4	W	257D	Aaron
BIO-202 50	Human Anatomy & Physiology II Lab T 7:30-9:30pm Rm 257	TR	6:00pm-7:15pm	4	W	257	Blethen

BUSINESS

BUS 100 01	Introduction to Business	MWF	1:00pm-1:50pm	3	W	234	Austin
BUS 100 02	Introduction to Business	TR	9:30am-10:45am	3	W	234	Austin
BUS 148 01	Basic Accounting Procedures	MWF	9:00am-9:50am	3	W	234	Austin
BUS 210 01	Introduction To Accounting	MWF	9:00am-10:10am	4	W	243	Sellers
BUS 210 02	Introduction To Accounting	TR	8:00am-9:40am	4	W	243	Sellers
BUS 210 03	Introduction To Accounting	MWF	11:00am-12:10pm	4	W	243	Sellers
BUS 210 04	Introduction To Accounting	TR	10:00am-11:40am	4	W	243	Sellers
BUS 215 01	Business Communication	TR	12:30pm-1:45pm	3	W	234	Staff
BUS 263 01	Legal/Soc. Environment of Business	MWF	8:00am-8:50am	3	W	242	Staff
BUS 271 01	Business Statistics I	MWF	8:00am-8:50am	3	W	241	Hill MA
BUS 271 02	Business Statistics I	TR	8:00am-9:15am	3	W	241	Hill MA
BUS 271 03	Business Statistics I	TR	9:30am-10:45am	3	W	241	Hill MA
BUS 272 01	Business Statistics II	MWF	9:00am-9:50am	3	W	242	Hill MA
BUS 272 02	Business Statistics II	TR	11:00am-12:15pm	3	W	242	Hill MA
BUS 275 01	Principles of Management	MWF	10:00am-10:50am	3	W	234	Austin
BUS 276 01	Human Resources Management	TR	11:00am-12:15pm	3	W	234	Staff
BUS 285 01	Principles of Marketing	MWF	11:00am-11:50am	3	W	234	Austin

EVENING

BUS-186 50	Elements of Supervision	M	6:00pm-8:45pm	3	W	254	Staff
BUS-210 50	Introduction To Accounting	M	6:00pm-9:35pm	4	W	243	Staff
BUS-263 50	Legal/Soc. Environment of Business	M	6:00pm-8:45pm	3	W	242	Staff
BUS-271 50	Business Statistics I	W	6:00pm-8:45pm	3	W	242	Staff
BUS-272 50	Business Statistics II	R	6:00pm-8:45pm	3	W	242	Staff
BUS-279 50	Small Business Management	T	6:00pm-8:45pm	3	W	242	Staff

CARPENTRY

CAR 190 01	Special Projects	TBA	TBA	3	Fredd	602	Staff
CAR-111 50	Fund. of CAR Intro.to Basic Blueprints	MT	6:00pm-9:00pm	4	Fredd	602	Staff

CHEMISTRY

CHM 104 01	Introductory Chemistry Lab T 11-2pm Rm 251	TR	9:30am-10:45am	4	W	251	Saylor
CHM 104 02	Introductory Chemistry Lab M 11-2pm Rm 256	MWF	10:00am-10:50am	4	W	256	Vincent
CHM 104 03	Introductory Chemistry Lab W 3-5:45pm Rm 251	TR	3:00pm-4:15pm	4	W	251	Saylor R
CHM 105 01	Introduction to Organic Chemistry Lab M 11-2pm Rm 251	MWF	9:00am-9:50am	4	W	251	Saylor R
CHM 111 01	College Chemistry I Lab T 11-2pm Rm 256	TR	9:30am-10:45am	4	W	256	Vincent
CHM 112 01	College Chemistry II Lab W 11-2pm Rm 256	MWF	9:00am-9:50am	4	W	256	Vincent
CHM 112 02	College Chemistry II Lab T 11-2pm Rm 253	TR	9:30am-10:45am	4	W	253	Albritton
CHM 112 03	College Chemistry II Lab T 4:15-7pm Rm 253	TR	3:00pm-4:15pm	4	W	253	Albritton
CHM 221 01	Organic Chemistry I Lab W 11-2pm Rm 251	MWF	10:00am-10:50am	4	W	251	Saylor R

EVENING

CHM-104 50	Introductory Chemistry Lab M 7:15-10pm Rm 251	MW	6:00pm-7:15pm	4	W	251	Saylor R
CHM-111 50	College Chemistry I Lab T 7:15-10pm Rm 251	TR	6:00pm-7:15pm	4	W	251	Staff

CHILD DEVELOPMENT

CHD-101 50	Principles of Child Growth	T	6:00pm-8:45pm	3	W	284	Kirksey
CHD-106 50	Health and Safety for the Young Child	R	6:00pm-8:45pm	3	E	242	Edwards
CHD-205 50	Program Planning for Young Children	M	6:00pm-8:45pm	3	W	284	Cook

COMMERICAL ART/ADVERTISING & DESIGN

CAT 101 01	Intro to Commercial Art	TR	12:30pm-2:00pm	3	Fredd	502	LaPorte
CAT 121 01	Basic Design	TR	9:30am-12:00n	3	Fredd	502	LaPorte
CAT 140 01	Illustration I	MWF	9:00am-10:00am	3	Fredd	502	LaPorte
CAT 140 02	Illustration I	MWF	10:00am-11:00am	3	Fredd	502	LaPorte
CAT 140 03	Illustration I	TR	9:30am-12:00n	3	Fredd	502	LaPorte
CAT 150 01	Imaging I	MWF	9:00am-10:00am	3	Fredd	502	LaPorte
CAT 150 02	Imaging I	MWF	10:00am-11:00am	3	Fredd	502	LaPorte
CAT 150 03	Imaging I	TR	9:30am-12:00n	3	Fredd	502	LaPorte
CAT 160 01	Publishing I	MWF	9:00am-10:00am	3	Fredd	502	LaPorte
CAT 160 02	Publishing I	MWF	10:00am-11:00am	3	Fredd	502	LaPorte
CAT 160 03	Publishing I	TR	9:30am-12:00n	3	Fredd	502	LaPorte
CAT 170 01	Illustration II	MWF	9:00am-10:00am	3	Fredd	502	LaPorte
CAT 170 02	Illustration II	MWF	10:00am-11:00am	3	Fredd	502	LaPorte
CAT 170 03	Illustration II	TR	9:30am-12:00n	3	Fredd	502	LaPorte
CAT 180 01	Imaging II	MWF	9:00am-10:00am	3	Fredd	502	LaPorte
CAT 180 02	Imaging II	MWF	10:00am-11:00am	3	Fredd	502	LaPorte
CAT 180 03	Imaging II	TR	9:30am-12:00n	3	Fredd	502	LaPorte
CAT 190 01	Publishing II	MWF	9:00am-10:00am	3	Fredd	502	LaPorte
CAT 190 02	Publishing II	MWF	10:00am-11:00am	3	Fredd	502	LaPorte
CAT 190 03	Publishing II	TR	9:30am-12:00n	3	Fredd	502	LaPorte
CAT 221 01	Advertising Design III	TBA	TBA	6	Fredd	502	LaPorte
CAT 222 01	Internship in Commercial Art	TBA	TBA	3	Fredd	502	LaPorte
CAT 224 01	Textile Screen Printing	MW	12:00pm-2:30pm	3	Fredd	502	LaPorte

SHELTON STATE COMMUNITY COLLEGE SPRING 1998 SCHEDULE CALENDER OF EVENTS

Full Term

Registration	Jan 7, 8
First Day of Class	Jan 12
Last Day to Drop/Add & Late Registration	Jan 14
Martin Luther King Holiday	Jan 19
Local Professional Development (No Classes)	Feb 16, 17
Last Day to Drop without Penalty	Feb 25
Spring Break	Mar 30, 31 & April 1, 2, 3
State Professional Development (No Classes)	May 1
Last Day of Class	May 8
Exams	May 11-15

First Split Term

Registration	Jan 7, 8
First Day of Class	Jan 12
Last Day to Drop/Add & Late Registration	Jan 14
Martin Luther King Holiday	Jan 19
Last Day to Drop without Penalty	Feb 2
Local Professional Development (No Classes)	Feb 16, 17
Last Day of Class	Mar 6
Exams	Mar 9

Second Split Term

Registration	Mar 10
First Day of Class	Mar 11
Last Day to Drop/Add & Late Registration	Mar 13
Spring Break	Mar 30,31 April 1, 2, 3
State Professional Development (No Classes)	May 1
Last Day of Class	May 8
Exams	May 15

KEY SHELTON STATE CLASSES

Fredd- Fredd Campus

UA- University of Alabama

VA- Veterans Administration

CF- Conference Room

DTW- Diesel, Truck Driving, Welding Bldg.

W- West Wing

E- East Wing

MWF- Monday, Wednesday, Friday

MW- Monday, Wednesday

TR- Tuesday, Thursday

M- Monday Only

T- Tuesday Only

W- Wednesday Only

R- Thursday Only

MTWR- Monday, Tuesday, Wednesday, Thursday

MTWRF- Monday, Tuesday, Wednesday, Thursday, Friday

PREREQUISITES: Before you enroll in a course, you must satisfy all prerequisites (including ASSET scores) for that course. If you enroll in a course where you have not fulfilled all prerequisites, you may not receive credit for that course.

THE ROLAND PUGH TECHNOLOGIES DIVISION

This fall Shelton State Community College recognized the accomplishments of Tuscaloosa businessman Roland Pugh by naming the college's new technology wing in his honor. A reception was held for Pugh and his family in September at Shelton's new campus. Pugh, who is a graduate of Shelton State's welding department, has been a strong advocate of education for the county and the state.



COURSE NUMBER	SECTITLE	DAY	TIME	CHS	CAMPUS	ROOM	INSTRUCTOR
COMMERICAL FOOD SERVICES							
CFS 111 01	Introduction to Food Service	MTWR	8:00am-10:30am	6	Fredd	701	Wylezinska
CFS 112 01	Fundamentals of Cooking/Table Serv.	MTWR	10:30am-1:00pm	6	Fredd	701	Wylezinska
CFS 122 01	Food Production II	MTWR	8:00am-10:30am	6	Fredd	701	Wylezinska
CFS 132 01	Short Order Cooking	MTWR	10:30am-1:00pm	6	Fredd	701	Wylezinska
CFS 190 01	Special Projects	TBA	TBA	3	Fredd	701	Wylezinska
CFS 199 01	Healthy Cooking	TR	1:30pm-2:30pm	1	W	163	Bailey
Five weeks only							
CFS 221 01	Internship	TBA	TBA	4	Fredd	701	Wylezinska

COMPUTER SCIENCE							
CIS 102 01	Microcomputer Concepts	T	9:30am-10:45am	1.5	W	261	Wright
Students must also enroll in either CIS 102 31, 32, 33, or 34							
CIS 102 31	Microcomputer Concepts	T	11:00am-12:15pm	1.5	W	244B	Wright
CIS 102 32	Microcomputer Concepts	T	1:00pm-2:15pm	1.5	W	244B	Wright
CIS 102 33	Microcomputer Concepts	T	2:30pm-3:45pm	1.5	W	244B	Wright
CIS 102 34	Microcomputer Concepts	T	4:00pm-5:15pm	1.5	W	244B	Wright
CIS 102 02	Microcomputer Concepts	R	9:30am-10:45am	1.5	W	261	Wright
Students must also enroll in either CIS 102 35, 36, 37, or 38							
CIS 102 35	Microcomputer Concepts	R	11:00am-12:15pm	1.5	W	244B	Wright
CIS 102 36	Microcomputer Concepts	R	1:00pm-2:15pm	1.5	W	244B	Wright
CIS 102 37	Microcomputer Concepts	R	2:30pm-3:45pm	1.5	W	244B	Wright
CIS 102 38	Microcomputer Concepts	R	4:00pm-5:15pm	1.5	W	244B	Wright
CIS 102 03	Microcomputer Concepts	MWF	8:00am-9:50am	3	W	244B	Bearden
CIS 102 04	Microcomputer Concepts	TR	8:00am-9:15am	3	W	244B	Bearden
CIS 102 05	Microcomputer Concepts	MWF	9:00am-9:50am	3	W	244B	Bearden
CIS 102 06	Microcomputer Concepts	MWF	10:00am-10:50am	3	W	244B	Staff
CIS 102 07	Microcomputer Concepts	MWF	2:00pm-2:50pm	3	W	244B	Staff
CIS 102 08	Microcomputer Concepts	MW	3:00pm-4:15pm	3	W	244B	Staff
CIS 102 09	Microcomputer Concepts	MW	4:30pm-5:45pm	3	W	244B	Staff
CIS 140 01	Basic Web Page Development	TR	8:00am-9:15am	3	Fredd	110	Moore
CIS 185 01	Ethics for Computers and the Internet	MWF	9:00am-9:50am	3	Fredd	110	Moore
CIS 196 01	Microsoft Word	TR	12:30pm-1:45pm	3	W	265D	Strong
CIS 202 01	Introduction to the Information Highway	MWF	8:00am-8:50am	3	Fredd	110	Moore
CIS 231 01	FORTTRAN Programming	MWF	11:00am-11:50am	3	W	244B	Bearden
Also offered as EGR 156							
CIS 285 01	Computerized Manag. Information	MWF	1:00pm-1:50pm	3	W	244B	Bearden
CIS 296 01	Excel-Powerpoint	F	8:00am-10:30am	3	W	265D	Strong
EVENING							
CIS-102 50	Microcomputer Concepts	M	6:00pm-8:45pm	3	W	244B	Staff
CIS-102 51	Microcomputer Concepts	T	6:00pm-8:45pm	3	W	244B	Staff
CIS-102 52	Microcomputer Concepts	W	6:00pm-8:45pm	3	W	244B	Staff
CIS-191 50	Introduction to Computer Prog.	T	6:00pm-8:45pm	3	W	244D	Wright
Computer Science/math major or minor							
CIS-193 50	Introduction to Computer Prog. Lab	T	9:00pm-10:00pm	1	W	244D	Wright
Lab for CIS 191							
CIS-196 50	Commercial Software	M	6:00pm-8:30pm	3	W	265D	Staff
Corel 7							
CIS-196 51	Commercial Software	R	6:00pm-8:45pm	3	W	244D	Osmore
Network Topics-Permission of Instructor							
CIS-261 50	COBOL Programming	M	6:00pm-8:45pm	3	W	244D	Staff
CIS-285 50	Computerized Manag. Information	R	6:00pm-8:45pm	3	W	244B	Staff
COMPUTERIZED NUMERICAL CONTROL							
CNC 214 01	Programming & Set-up for CNC Turning	MT		6	W	174	Fair
M=8:30am-2:30pm, T=9:30am-2:30pm							
CNC 215 01	Programming & Set-Up CNC Milling	WR		6	W	174	Fair
W=8:30am-2:30pm, R=9:30am-2:30pm							
CNC 216 01	Tooling and Machining Data	F	8:00am-11:00am	3	W	153	Fair
CNC 217 01	Programming & Set-up for Wire EDM	MT		6	W	174	Fair
M=8:30am-2:30pm, T=9:30am-2:30pm							
CNC 218 01	Quality Control & Assurance	WR		6	W	174	Fair
W=8:30am-2:30pm, R=9:30am-2:30pm							
CORE COURSES (TECHNOLOGY)							
ITS 104 01	Applied Math with SPC	TR	8:00am-9:15am	3	W	272	McCracken G
Computer Assisted Instruction							
ITS 104 02	Applied Math with SPC	TR	9:30am-10:45am	3	W	272	McCracken G
Computer Assisted Instruction							
LPN students only							
ITS-104 50	Applied Math with SPC	MW	3:30pm-4:45pm	3	Fredd	101	McCracken G
Computer Assisted Instruction							
ITS-104 51	Applied Math with SPC	R	6:00pm-8:45pm	3	E	241	Holloway
COSMETOLOGY							
COS 111 01	Introduction to Cosmetology Science	T	8:00am-4:00pm	4	W	238	Watts
COS 112 01	Introduction/Cosmetology Technology	W	8:00am-4:00pm	4	W	293	Watts

continued on next page

NOTES...

TRANSFER OF COURSES: College advisors are assigned to help you complete your schedule. However, it is your responsibility to make sure you have satisfied all course prerequisites and to determine whether a course will be accepted at another institution.

PREREQUISITES: Before you enroll in a course, you must satisfy all prerequisites (including ASSET scores) of that course. If you enroll in a course for which you have not fulfilled all prerequisites, you may not receive credit for that course.

CLASS CANCELLATIONS: Shelton State reserves the right to cancel any class. Should a cancellation occur, you must see a counselor or your advisor for necessary schedule adjustments.

ASSIGNMENT OF INSTRUCTORS: The assignment of instructors to classes listed in this schedule is tentative. The college reserves the right to change the instructor assigned to any class offered.

**Although the publisher of the schedule has made every reasonable effort to attain factual accuracy herein, no responsibility is assumed for editorial, clerical, or printing errors, or errors occasioned by honest mistakes. ALL INFORMATION IN THIS SCHEDULE IS SUBJECT TO CHANGE BY SHELTON STATE WITHOUT PRIOR NOTICE.*

**It is the official policy of the Alabama Department of Postsecondary Education, including all Postsecondary institutions under the control of the State Board of Education, that no person in Alabama shall, on the grounds of race, color, disability, sex, religion, creed, national origin or age, be excluded from participation in, be denied the benefits of or shall be subjected to discrimination under any program, activity or employment.*

COURSE NUMBER	SEC/TITLE	DAY	TIME	CHS	CAMPUS	ROOM	INSTRUCTOR
COS 113 01	Human Relations	M	10:00am-1:00pm	3	W	271	Marlowe
COS 114 01	Assessment	T	8:00am-4:00pm	4	W	293	Nix
COS 115 01	Introduction to Esthetics Science	R	8:00am-4:00pm	4	W	254	Nix
COS 116 01	Introduction to Esthetics Tech.	R	8:00am-4:00pm	4	W	238	Watts
COS 117 01	Applied Chemistry	M	8:00am-4:00pm	4	W	254	Nix
COS 118 01	Implementation	W	8:00am-4:00pm	4	W	293	Nix
COS 119 01	Analytical Survey	M	8:00am-4:00pm	4	W	238	Watts
COS 121 01	Prep. & Reassess./Cosmetology Tech.	W	8:00am-4:00pm	4	W	293	Staff
COS 122 01	Esthetics & Elect. Apparatus	W	8:00am-4:00pm	4	W	293	Watts
COS 123 01	Esthetics Technology	TBA	TBA	4	W	293	Staff
COS 131 01	Introduction to Nail Technology Science	W	8:00am-4:00pm	4	W	293	Staff
COS 132 01	Intro. to Nail Technology	F	8:00am-4:00pm	4	W	293	Staff
COS 181 01	Salon Preparation	TR	10:00am-2:00pm	4	W	235	Marlowe

EVENING

COS-111 50	Introduction to Cosmetology Science	MW	6:00pm-10:00pm	4	W	235	Staff
COS-112 50	Introduction/Cosmetology Technology	TR	6:00pm-10:00pm	4	W	293	Staff
COS-113 50	Human Relations	MR	4:00pm-5:30pm	3	W	235	Marlowe
COS-119 50	Analytical Survey	MW	6:00pm-10:00pm	4	W	293	Staff
COS-121 50	Prep. & Reassess./Cosmetology Tech.	TR	6:00pm-10:00pm	4	W	293	Staff
COS-131 50	Introduction to Nail Technology Science	TR	6:00pm-10:00pm	4	W	293	Staff
COS-132 50	Intro. to Nail Technology	TR	6:00pm-10:00pm	4	W	293	Staff

COSMETOLOGY INSTRUCTOR TRAINING

CIT 212 01	Methodologies of Teaching II	TBA	TBA	5	W	293	Staff
CIT 226 01	Practicum II	TBA	TBA	5	W	293	Staff

DANCE

DNC 144 01	Ballet II	MWF	1:00pm-2:30pm	3	E	141	Crofton
DNC 153 01	Contemporary Dance I	MW	12:00n-12:50pm	2	E	141	Crofton
DNC 244 01	Ballet V	MWF	1:00pm-2:30pm	3	E	141	Crofton
DNC-274 50	Ballet for NonDance Majors II	MW	6:00pm-7:30pm	2	E	141	Crofton

DIESEL MECHANICS

DEM 123 01	Pneumatics & Hydraulics	MTWR	9:40am-12:10pm	6	W	DTW	Speights
DEM 125 01	Heavy Vehicle Drive Trains	MTWR	12:40pm-3:10pm	6	W	DTW	Speights
DEM 127 01	Mechanical Fuel Sys Repair & Calib.	MWF	8:00am-9:40am	3	W	DTW	Speights
DEM 190 01	Special Projects	MTWR	12:40pm-1:55pm	3	W	DTW	Speights
DEM 191 01	Special Problems in DEM	MTWR	1:55pm-3:10pm	3	W	DTW	Speights
DEM 192 01	Industrial Applications/Diesel Mech.	MTWR	9:40am-12:10pm	6	W	DTW	Speights
DEM 111 60	Safety/Tools/Measuring Instruments (1/12/98 thru 3/9/98)	MTWRF	8:00am-9:15am	3	W	DTW	Warren
DEM 111 70	Safety/Tools/Measuring Instruments (3/11/98 thru 5/15/98)	MTWRF	8:00am-9:15am	3	W	DTW	Warren

DRAFTING

DDT-111 50	Basic Drafting	TR	6:00pm-9:00pm	4	W	151B	Staff
DDT-121 50	Introduction to CADD	MW	6:00pm-9:00pm	4	W	151A	Staff
DDT-131 50	Advanced CADD	MW	6:00pm-9:00pm	4	W	151A	Staff
DDT-132 50	Architectural Drafting	TR	6:00pm-9:00pm	4	W	151B	Staff
DDT-143 50	AutoCAD AME	MW	6:00pm-9:00pm	4	W	151A	Staff
DDT-144 50	Electrical/Electronic Drafting	MW	6:00pm-9:00pm	4	W	151A	Staff
DDT 111 60	Basic Drafting (1/12/98 thru 3/9/98)	MTWR	8:30am-11:30am	4	W	151B	Stringfellow
DDT 122 60	Advanced Mechanical (1/12/98 thru 3/9/98)	MTWR	8:30am-11:30am	4	W	151B	Stringfellow
DDT 123 60	Structural Detailing (1/12/98 thru 3/9/98)	MTWR	12:00n-3:00pm	4	W	151B	Stringfellow
DDT 143 60	AutoCAD AME (1/12/98 thru 3/9/98)	MTWR	12:00n-3:00pm	4	W	151B	Stringfellow
DDT 144 60	Electrical/Electronic Drafting (1/12/98 thru 3/9/98)	MTWR	8:30am-11:30am	4	W	151B	Stringfellow
DDT 121 70	Introduction to CADD (3/11/98 thru 5/15/98)	MTWR	12:00n-3:00pm	4	W	151A	Stringfellow
DDT 124 70	Industrial Pipe Drafting (3/11/98 thru 5/15/98)	MTWR	8:30am-11:30am	4	W	151B	Stringfellow
DDT 131 70	Advanced CADD (3/11/98 thru 5/15/98)	MTWR	12:00n-3:00pm	4	W	151A	Stringfellow

ECONOMICS

ECO 231 01	Principles of Macro Economics	MWF	9:00am-9:50am	3	W	241	Aldridge
ECO 231 02	Principles of Macro Economics	MWF	10:00am-10:50am	3	W	241	Aldridge
ECO 231 03	Principles of Macro Economics	MWF	11:00am-11:50am	3	W	241	Aldridge
ECO 232 01	Principles of Micro Economics	TR	9:30am-10:45am	3	Fredd	114	Aldridge
ECO 232 02	Principles of Micro Economics	TR	11:00am-12:15pm	3	Fredd	114	Aldridge
ECO 232 03	Principles of Micro Economics	TR	1:00pm-2:15pm	3	W	241	Staff
EVENING							
ECO-231 50	Principles of Economics I	T	6:00pm-8:45pm	3	W	241	Staff
ECO-232 50	Principles of Economics II	R	6:00pm-8:45pm	3	W	241	Staff

ENGINEERING

EGR 156 01	FORTAN for Engineers	MWF	11:00am-11:50am	3	W	244B	Staff
EGR-125 50	Engineering Drawing	T	6:00pm-9:00pm	3	W	151A	Staff

INDUSTRIAL ELECTRICITY

ELT 130 01	Commercial/Industrial Wiring MW=9:30-1:30pm, F=9:30-11:30am	MWF		6	W	192	Quimby
ELT 132 01	Intro to National Electrical Code	TR	8:00am-9:30am	3	W	192	Quimby
ELT 146 01	Electrical Cost Estimating	TR	8:00am-9:30am	3	W	192	Staff
ELT 150 01	Basic Electrical Wiring	MTWR	8:00am-9:15am	3	W	193	Freeman
ELT 190 01	Special Projects	MW	8:00am-9:30am	3	W	192	Quimby
ELT 200 01	DC/AC Machines	TR	9:30am-2:30pm	6	W	192	Quimby
ELT 213 01	Semi-Conductor Controls	TR	8:00am-9:30am	3	W	193	Staff
ELT 241 01	Programmable Controller	MW	8:00am-9:30am	3	W	192	Staff
ELT 242 01	Advanced Programmable Controllers	MW	8:00am-9:30am	3	W	192	Staff
ELT 245 01	Electric Motor Control	MTWRF	9:30am-11:30am	6	W	191C	Freeman
ELT 261 01	Conduit Bending	MTWR	8:00am-9:15am	3	W	191	Freeman
ELT 272 01	Journeyman NEC Prep Class	TR	8:00am-9:30am	3	W	192	Quimby
ELT-130 50	Commercial/Industrial Wiring	MW	5:00pm-10:00pm	6	W	192	McBride
ELT-132 50	Intro to National Electrical Code	W	5:00pm-8:00pm	3	W	193	Staff
ELT-150 50	Basic Electrical Wiring	MW	8:00pm-10:30pm	3	W	193	Brewer
ELT-190 50	Special Projects	T	5:00pm-8:00pm	3	W	193	Brewer
ELT-200 50	DC/AC Machines	TR	5:00pm-10:00pm	6	W	193	Brewer
ELT-213 50	Semi-Conductor Controls	R	5:00pm-8:00pm	3	W	193	Brewer
ELT-241 50	Programmable Controller	T	5:00pm-8:00pm	3	W	193	Staff
ELT-242 50	Advanced Programmable Controllers	T	5:00pm-8:00pm	3	W	193	Brewer

continued next column

ELT-245 50	Electric Motor Control	TR	5:00pm-10:00pm	6	W	193	Brewer
ELT-261 50	Conduit Bending	R	5:00pm-10:00pm	3	W	193	Brewer
ELT-272 50	Journeyman NEC Prep Class	W	5:00pm-8:00pm	3	W	193	Staff
ELT 111 60	D.C. Circuit Fundamentals (1/12/98 thru 3/9/98)	MTWRF	9:30am-1:30pm	6	W	193	Freeman
ELT-111 61	D.C. Circuit Fundamentals (1/12/98 thru 3/9/98)	MTWR	5:00pm-10:00pm	6	W	192	McBride
ELT 121 70	A.C. Circuit Fundamentals (3/11/98 thru 5/15/98)	MTWRF	9:30am-1:30pm	6	W	193	Freeman
ELT-121 71	A.C. Circuit Fundamentals (3/11/98 thru 5/15/98)	MTWR	5:00pm-10:00pm	6	W	192	McBride

INDUSTRIAL ELECTRONICS

ILT 100 01	Applied Electronic Computation	MTW	8:00am-9:00am	3	W	171G	Tucker
ILT 102 01	Applied Boolean Algebra	MTW	8:00am-9:00am	3	W	171C	Seales
ILT 232 01	Television Basics/Lab	MTWR	9:00am-12:00n	6	Fredd	216	Staff
ILT 234 01	Microcomputer Systems/Lab	MTWR	9:00am-12:00n	6	Fredd	216	Staff
ILT-111 50	D.C. Fundamentals/Lab	MTW	6:00pm-9:20pm	6	W	171	Staff
ILT 111 60	D.C. Fundamentals/Lab (1/12/98 thru 3/9/98)	MTWR	9:00am-2:20pm	6	W	171A&G	Tucker
ILT 111 61	D.C. Fundamentals/Lab (1/12/98 thru 3/9/98)	MTWR	9:00am-12:00n	6	W	171	Seales
ILT 111 62	D.C. Fundamentals/Lab (1/12/98 thru 3/9/98)	MTWR	12:00n-3:00pm	6	W	171	Seales
ILT 111 63	D.C. Fundamentals/Lab (1/12/98 thru 3/9/98)	MTWR	3:00pm-6:00pm	6	W	171	Seales
ILT 111 64	D.C. Fundamentals/Lab (1/12/98 thru 3/9/98)	MTWR	6:00pm-9:00pm	6	W	171	Seales
ILT 111 69	D.C. Fundamentals/Lab (1/12/98 thru 3/9/98)	MTWR	TBA	6	W	171	Seales
ILT 131 60	Solid State Devices/Lab (1/12/98 thru 3/9/98)	MTWR	9:00am-2:20pm	6	W	171C	Seales
ILT 131 61	Solid State Devices/Lab (1/12/98 thru 3/9/98)	MTWR	9:00am-12:00n	6	W	171	Seales
ILT 131 62	Solid State Devices/Lab (1/12/98 thru 3/9/98)	MTWR	12:00n-3:00pm	6	W	171	Seales
ILT 131 63	Solid State Devices/Lab (1/12/98 thru 3/9/98)	MTWR	3:00pm-6:00pm	6	W	171	Seales
ILT 131 64	Solid State Devices/Lab (1/12/98 thru 3/9/98)	MTWR	6:00pm-9:00pm	6	W	171	Seales
ILT 131 69	Solid State Devices/Lab (1/12/98 thru 3/9/98)	MTWR	TBA	6	W	171	Seales
ILT 211 61	Digital Techniques/Lab (1/12/98 thru 3/9/98)	MTWR	9:00am-12:00n	6	W	171	Seales
ILT 211 62	Digital Techniques/Lab (1/12/98 thru 3/9/98)	MTWR	12:00n-3:00pm	6	W	171	Seales
ILT 211 63	Digital Techniques/Lab (1/12/98 thru 3/9/98)	MTWR	3:00pm-6:00pm	6	W	171	Seales
ILT 211 64	Digital Techniques/Lab (1/12/98 thru 3/9/98)	MTWR	6:00pm-9:00pm	6	W	171	Seales
ILT 211 69	Digital Techniques/Lab (1/12/98 thru 3/9/98)	MTWR	TBA	6	W	171	Seales
ILT 121 70	A.C. Fundamentals/Lab (3/11/98 thru 5/15/98)	MTWR	9:00am-2:20pm	6	W	171A&G	Tucker
ILT 121 71	A.C. Fundamentals/Lab (3/11/98 thru 5/15/98)	MTWR	9:00am-12:00n	6	W	171	Seales
ILT 121 72	A.C. Fundamentals/Lab (3/11/98 thru 5/15/98)	MTWR	12:00n-3:00pm	6	W	171	Seales
ILT 121 73	A.C. Fundamentals/Lab (3/11/98 thru 5/15/98)	MTWR	3:00pm-6:00pm	6	W	171	Seales
ILT 121 74	A.C. Fundamentals/Lab (3/11/98 thru 5/15/98)	MTWR	6:00pm-9:00pm	6	W	171	Seales
ILT 121 79	A.C. Fundamentals/Lab (3/11/98 thru 5/15/98)	MTWR	TBA	6	W	171	Seales
ILT 141 70	Electronic Circuits/Lab (3/11/98 thru 5/15/98)	MTWR	9:00am-2:20pm	6	W	171C	Seales
ILT 141 71	Electronic Circuits/Lab (3/11/98 thru 5/15/98)	MTWR	9:00am-12:00pm	6	W	171	Seales
ILT 141 72	Electronic Circuits/Lab (3/11/98 thru 5/15/98)	MTWR	12:00n-3:00pm	6	W	171	Seales
ILT 141 73	Electronic Circuits/Lab (3/11/98 thru 5/15/98)	MTWR	3:00pm-6:00pm	6	W	171	Seales
ILT 141 74	Electronic Circuits/Lab (3/11/98 thru 5/15/98)	MTWR	6:00pm-9:00pm	6	W	171	Seales
ILT 141 79	Electronic Circuits/Lab (3/11/98 thru 5/15/98)	MTWR	TBA	6	W	171	Seales
ILT 221 71	Microprocessor Basics/Lab (3/11/98 thru 5/15/98)	MTWR	9:00am-12:00n	6	W	171	Seales
ILT 221 72	Microprocessor Basics/Lab (3/11/98 thru 5/15/98)	MTWR	12:00n-3:00pm	6	W	171	Seales
ILT 221 73	Microprocessor Basics/Lab (3/11/98 thru 5/15/98)	MTWR	3:00pm-6:00pm	6	W	171	Seales
ILT 221 74	Microprocessor Basics/Lab (3/11/98 thru 5/15/98)	MTWR	6:00pm-9:00pm	6	W	171	Seales
ILT 221 79	Microprocessor Basics/Lab (3/11/98 thru 5/15/98)	MTWR	TBA	6	W	171	Seales
ILT 100 90	Applied Electronic Computation	MTW	TBA	3	W	171A	Tucker
ILT 102 90	Applied Boolean Algebra	MTW	TBA	3	W	171	Seales

ENGLISH

ENG 092 01	Basic Writing II	TR	8:00am-9:40am	4	E	235	Staff
ENG 092 02	Basic Writing II	MWF	8:00am-9:10am	4	E	235	Bennett
ENG 092 03	Basic Writing II	MWF	9:30am-10:40am	4	E	235	Bennett
ENG 093 01	Basic Writing III	MWF	8:00am-9:10am	4	E	234	Staff
ENG 093 02	Basic Writing III	MWF	9:30am-10:40am	4	E	234	Staff
ENG 093 03	Basic Writing III	TR	10:00am-11:40am	4	E	235	Ryan B
ENG 093 04	Basic Writing III	MWF	11:00am-12:10pm	4	E	234	Freeman
ENG 093 05	Basic Writing III	TR	12:00n-1:40pm	4	E	235	Staff
ENG 093 06	Basic Writing III	TR	2:00pm-3:40pm	4	E	235	Staff
ENG 101 01	English Composition I	MWF	8:00am-8:50am	3	E	238	Davis P
ENG 101 02	English Composition I	TR	8:00am-9:10am	3	E	238	Ryan B
ENG 101 03	English Composition I	TR	8:00am-9:15am	3	Fredd	103	Johnson
ENG 101 04	English Composition I	MWF	9:00am-9:50am	3	E	238	Davis P
ENG 101 05	English Composition I	TR	9:30am-10:45am	3	E	238	Gregory
ENG 101 06	English Composition I	MWF	10:00am-10:50am	3	E	238	Alexander
ENG 101 07	English Composition I	MWF	11:00am-11:50am	3	E	238	Dice
ENG 101 08	English Composition I	TR	11:00am-12:15pm	3	W	244F	Johnson
Computer assisted instruction							
ENG 101 09	English Composition I	TR	11:00am-12:15pm	3	E	238	Dice
ENG 102 01	English Composition II	MWF	8:00am-8:50am	3	E	222	Deck
ENG 102 02	English Composition II	TR	8:00am-9:15am	3	E	222	Alexander
ENG 102 03	English Composition II	TR	8:00am-9:15am	3	Fredd	115	Freeman
ENG 102 04	English Composition II	MWF	9:00am-9:50am	3	E	222	Gregory
ENG 102 05	English Composition II	MWF	9:00am-9:50am	3	Fredd	103	Staff
ENG 102 06	English Composition II	TR	9:30am-10:45am	3	E	222	Deck
ENG 102 07	English Composition II	TR	9:30am-10:45am	3	Fredd	103	Freeman
ENG 102 08	English Composition II	MWF	10:00am-10:50am	3	E	222	Freeman

COURSE NUMBER	SECTITLE	DAY	TIME	CHS	CAMPUS	ROOM	INSTRUCTOR
ENG 102 09	English Composition II	MWF	11:00am-11:50am	3	E	222	Gregory
ENG 246 01	Creative Writing I	TR	9:30am-10:45am	3	E	234	Dice
ENG 247 01	Creative Writing II	TR	9:30am-10:45am	3	E	234	Dice
ENG 248 01	Creative Writing III	TR	9:30am-10:45am	3	E	234	Dice
ENG 249 01	Creative Writing IV	TR	9:30am-10:45am	3	E	234	Dice
ENG 251 01	American Literature I	MWF	10:00am-10:50am	3	E	233	Gregory
ENG 251 02	American Literature I	TR	2:00pm-3:15pm	3	E	233	Staff
ENG 251 03	American Literature I	MWF	2:00pm-2:50pm	3	E	233	Staff
ENG 252 01	American Literature II	TR	12:30pm-1:45pm	3	E	233	Davis P
ENG 252 02	American Literature II	MWF	12:00n-12:50pm	3	E	233	Gregory
ENG 261 01	English Literature I	TR	11:00am-12:15pm	3	E	233	Jolly
ENG 262 01	English Literature II	TR	9:30am-10:45am	3	E	233	Jolly
ENG 271 01	World Literature I	MWF	9:00am-9:50am	3	E	233	Deck
ENG 272 01	World Literature II	TR	8:00am-9:15am	3	E	233	Deck
ENG 299 01	Directed Studies/Language & Lit.	MW	2:00pm-3:15pm	3	E	235	Hayes PS
ENG 101 10	English Composition I Computer assisted instruction	TR	12:30pm-1:45pm	3	W	244F	Johnson
ENG 101 11	English Composition I International students only	TR	2:00pm-3:15pm	3	E	238	Sandy
ENG 101 12	English Composition I	MW	3:00pm-4:15pm	3	E	238	Alexander
ENG 101 13	English Composition I	TR	4:30pm-5:45pm	3	E	238	Johnson
ENG 102 10	English Composition II	TR	11:00am-12:15pm	3	E	222	Davis P
ENG 102 11	English Composition II	TR	12:30pm-1:45pm	3	E	222	Deck
ENG 102 12	English Composition II	MWF	12:00n-12:50pm	3	E	222	Dice
ENG 102 13	English Composition II International students only	TR	12:30pm-1:45pm	3	E	238	Sandy
ENG 102 14	English Composition II	MWF	2:00pm-2:50pm	3	E	222	Alexander
ENG 102 15	English Composition II	TR	4:30pm-5:45pm	3	E	222	Freeman
EVENING							
ENG-092 50	Basic Writing II	T	6:00pm-9:35pm	4	E	238	Staff
ENG-093 50	Basic Writing III	M	6:00pm-9:35pm	4	E	238	Staff
ENG-093 51	Basic Writing III	T	6:00pm-9:35pm	4	E	222	Staff
ENG-101 51	English Composition I	M	6:00pm-8:45pm	3	E	222	Alexander
ENG-101 52	English Composition I	R	7:00pm-9:45pm	3	E	222	Staff
ENG-102 51	English Composition II	T	6:00pm-8:45pm	3	E	234	Staff
ENG-102 52	English Composition II	W	7:00pm-9:45pm	3	E	222	Dice
ENG-246 50	Creative Writing I	R	6:00pm-8:45pm	3	E	234	Dice
ENG-247 50	Creative Writing II	R	6:00pm-8:45pm	3	E	234	Dice
ENG-248 50	Creative Writing III	R	6:00pm-8:45pm	3	E	234	Dice
ENG-249 50	Creative Writing IV	R	6:00pm-8:45pm	3	E	234	Dice
ENG-252 50	American Literature II	M	6:00pm-8:45pm	3	E	233	Johnson
ENG-262 50	English Literature II	W	6:00pm-8:45pm	3	E	233	Staff
VTE 101 01	Technical Communication Skills I * Only receives one-half (1/2) credit For financial aid purposes.	TR	8:00am-9:40am	4	E	252	Staff
VTE 101 02	Technical Communication Skills I * Only receives one-half (1/2) credit For financial aid purposes.	TR	3:00pm-4:40pm	4	E	234	Bennett
VTE 101 03	Technical Communication Skills I * Only receives one-half (1/2) credit For financial aid purposes.	MWF	8:00am-9:10am	4	E	272	Bennett
VTE 101 04	Technical Communication Skills I * Only receives one-half (1/2) credit For financial aid purposes.	TR	1:00pm-2:40pm	4	Fredd	114	Bennett
VTE-101 50	Technical Communication Skills I * Only receives one-half (1/2) credit For financial aid purposes.	R	6:00pm-9:35pm	4	E	235	Bennett
GEOGRAPHY							
GEO 100 01	World Regional Geography	TR	8:00am-9:15am	3	W	277	Hartley S
GEO-100 50	World Regional Geography	M	6:00pm-8:45pm	3	W	275A	Staff
GEO-200 50	Geography of North America	W	6:00pm-8:45pm	3	W	275A	Staff
GEOLOGY							
GLY 102 01	Introduction to Geology II Lab W 10-12pm	MWF	9:00am-9:50am	4	W	277	Bartek
GLY-102 50	Introduction to Geology II Lab T 7:15-9:15pm	TR	6:00pm-7:15pm	4	W	277	Hawkins
GERONTOLOGICAL SERVICES							
GRS 110 01	Introduction to Gerontology	MW	7:00pm-8:15pm	3	Fredd	502	Hill C
GRS 111 01	Health and Aging	MW	7:00pm-8:15pm	3	Fredd	502	Hill C
GRS 112 01	Aging and Society	MW	7:00pm-8:15pm	3	Fredd	502	Hill C
GRS 113 01	Social Casework	MW	7:00pm-8:15pm	3	Fredd	502	Hill C
GRS 121 01	Fieldwork	F	TBA	3	Fredd	502	Hill C
GRAPHIC & PRINTING COMMUNICATIONS							
GPC 111 01	Camera & Developing	MW	8:00am-1:00pm	6	Fredd	501	Freed
GPC 112 01	Offset Presswork	MW	8:00am-1:00pm	6	Fredd	501	Freed
GPC 113 01	Orientation & Safety	F	8:00am-11:00am	3	Fredd	501	Freed
GPC 121 01	Computerized/Design/Layout	MW	8:00am-1:00pm	6	Fredd	501	Freed
GPC 122 01	Stripping & Platemaking	TR	8:00am-1:00pm	6	Fredd	501	Freed
GPC 123 01	Printing, Math & Chemistry	F	8:00am-11:00am	3	Fredd	501	Freed
GPC 131 01	Bindery	TR	8:00am-1:00pm	6	Fredd	501	Freed
GPC 132 01	Printing Production	TR	8:00am-1:00pm	6	Fredd	501	Freed
HEALTH							
HED 199 01	Ecological App/Health & Fitness	MWF	10:00am-10:50am	3	W	274	Saylor S
HED 199 02	Ecological App/Health & Fitness	TR	11:00am-12:15pm	3	W	274	Saylor S
HED 199 03	Ecological App/Health & Fitness	MWF	11:00am-11:50am	3	W	274	Saylor S
HED 199 04	Ecological App/Health & Fitness	TR	2:00pm-3:15pm	3	W	274	Staff
HED 221 01	Personal Health	TR	8:00am-9:15am	3	W	274	Staff
HED 221 02	Personal Health	MWF	8:00am-8:50am	3	W	163	Hoff
HED 221 03	Personal Health	MWF	9:00am-9:50am	3	W	274	Hoven
HED 221 04	Personal Health	TR	9:30am-10:45am	3	W	163	Green
HED 221 05	Personal Health	TR	11:00am-12:15pm	3	W	273	Staff
HED 221 06	Personal Health	MWF	10:00am-10:50am	3	W	163	Green
HED 221 07	Personal Health	TR	2:00pm-3:15pm	3	W	163	Khoury-Murphy
HED 231 01	First Aid	TR	8:00am-9:15am	3	W	163	Holsonback
HED 231 02	First Aid	MWF	10:00am-10:50am	3	W	273	Hoven
HED 231 03	First Aid	MWF	9:00am-9:50am	3	W	163	Holsonback
EVENING							
HED-199 50	Ecological App/Health & Fitness	T	6:00pm-8:45pm	3	W	273	Staff
HED-221 50	Personal Health	W	6:00pm-9:00pm	3	W	163	Shollerberger
HED-221 51	Personal Health	R	6:00pm-9:00pm	3	W	163	Shollenberger
HED-231 50	First Aid	M	6:00pm-9:00pm	3	W	163	Davis

PREREQUISITES: Before you enroll in a course, you must satisfy all prerequisites (including ASSET scores) for that course. If you enroll in a course where you have not fulfilled all prerequisites, you may not receive credit for that course.

NEW JOURNALISM CLASS OFFERED

This spring Shelton will offer a new communication class, MCM 130, News Reporting. This three credit-hour course is for students who are interested in journalism. The class will be offered on Tuesday and Thursday at 9:30 to 10:45 a.m. Shelton will also offer MCM 100, Introduction to Mass Communication, at 9 to 9:50 a.m. on Monday, Wednesday, and Friday. Both classes transfer to the University of Alabama.

Students who may be interested in working on the school newspaper, THE COURIER, should enroll in MCM 113, Student Publications, a one-credit hour class. For additional information on the student newspaper, call 391-2216.



DON'T BREAK YOUR NEW YEAR'S RESOLUTION! GET STARTED AT SHELTON'S WELLNESS CENTER

Learn how you can slow down the aging process in Tuscaloosa's most modern workout facility. Shelton's Wellness Center offers many classes. You can take a healthy cooking class, become a certified exercise/wellness instructor, or learn to operate and manage a health club.

The Wellness Center offers a stress free environment. Aerobic and body toning classes are taught in a newly-cushioned exercise room. The super circuit room provides students with state-of-the-art equipment that helps burn fat and tone muscles during a short period of time. This class is called General Conditioning, PED 118 or 119. Senior adult students may register for exercise classes through the Continuing Education Division.

To learn more about Shelton's nationally recognized wellness program, call Dr. Milady Murphy, (205) 391-2994 or (205) 391-2995. There is something for everyone at the Wellness Center!

COURSE NUMBER	SEC/TITLE	DAY	TIME	CHS	CAMPUS	ROOM	INSTRUCTOR
HISTORY							
HIS 101 01	Western Civilization I	MWF	8:00am-8:50am	3	W	261	Bussey
HIS 101 02	Western Civilization I	MWF	9:00am-9:50am	3	W	261	Bussey
HIS 101 03	Western Civilization I	MWF	11:00am-11:50am	3	W	261	Bussey
HIS 102 01	Western Civilization II	TR	9:30am-10:45am	3	W	263	Bussey
HIS 102 02	Western Civilization II	TR	1:00am-12:15pm	3	W	263	Bussey
HIS 201 01	U.S. History I	MWF	11:00am-11:50am	3	W	263	Odom
HIS 201 02	U.S. History I	TR	12:30pm-1:45pm	3	W	263	Walker
HIS 202 01	U.S. History II	MWF	9:00am-9:50am	3	W	263	Odom
HIS 202 02	U.S. History II	MWF	12:00pm-12:50pm	3	W	263	Walker
HIS 225 01	History of Alabama to 1865	TR	8:00am-9:15am	3	Fredd	114	Howington

EVENING

HIS-101 50	Western Civilization I	M	6:00pm-8:45pm	3	W	263	Adair
HIS-102 50	Western Civilization II	T	6:00pm-8:45pm	3	W	263	Hammond
HIS-201 50	U.S. History I	W	6:00pm-8:45pm	3	W	263	Adair
HIS-202 50	U.S. History II	R	6:00pm-8:45pm	3	W	263	Davis W

HOME ECONOMICS

HEC 140 01	Principles of Nutrition	TR	9:30am-10:45am	3	W	274	Saylor S
HEC-140 50	Principles of Nutrition	T	6:00pm-8:45pm	3	W	274	Saylor S

HUMANITIES

HUM 299 01	Directed Studies in the Humanities Leadership Seminar	TR	12:30pm-1:45pm	3	W	254	Grote/Ryan
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INTERDISCIPLINARY STUDIES

IDS 111L 01	Practical Nursing Leadership	F	8:00am-8:50am	1	W	254	Smith
IDS 200 01	College Scholars Bowl Workshop	TR	12:30pm-1:30pm	2	W	235	Layton

LANDSCAPE & TURF MANAGEMENT

LOM 120 01	Plant Propagation	TR	8:00am-2:00pm	6	Fredd	204	Crimm
LOM 135 01	Interior Plant Materials	MWF	8:00am-9:40am	3	Fredd	204	Crimm
LOM-111 50	Landscape Design I	MT	5:00pm-7:30pm	3	Fredd	204	Crimm
TRF-151 50	Golf Course Management	WR	5:00pm-7:00pm	3	W	126A	Crimm

LIBRARY SCIENCE

LBS 101 01	Introduction to Library Use I	W	10:00am-10:50am	1	E	217W	Johnson G
LBS 101 02	Introduction to Library Use I	T	11:00am-11:50am	1	E	217W	Schellhammer
LBS 102 01	Introduction to Library Use II	R	9:00am-9:50am	1	E	217W	Johnson G
LBS 102 02	Introduction to Library Use II	W	11:00am-11:50am	1	E	217W	Schellhammer
LBS 102 03	Introduction to Library Use II	R	11:00am-11:50am	1	E	217W	Johnson G

MACHINE TOOL TECHNOLOGY

MTT 115 01	Milling Mach. Set-Up/Operations	MTW	M=8:00-2:30pm, T=9:30am-2:30pm, W=8-9:00am	6	W	173	Guy
MTT 116 01	Orien/Computer Assisted Manufacturing	TR	8:00am-9:30am	3	W	151A	Guy
MTT 116 02	Orien/Computer Assisted Manufacturing	MW	1:30pm-3:00pm	3	W	151A	Guy
MTT 117 01	Benchwk., Dril. Pres, Pwr. Saw	WRF	W=9:00-12:30pm, R=9:30-2:30pm, F=8-12:00n	6	W	173	Guy
EVENING							
MTT-111 50	Intro to Machine Tool Technology	MTW	6:00pm-9:20pm	6	W	173	Staff
MTT-112 50	Blueprint Reading	R	6:00pm-9:00pm	3	W	173	Staff

MASS COMMUNICATIONS

MCM 10001	Introduction to Mass Communication	MWF	9:00am-9:50am	3	W	271	Kenny
MCM 113 01	Student Publications I	TBA	TBA	2	E	TBA	Kenny
MCM 13001	News Reporting	TR	9:30am-10:45am	3	W	242	Kenny

MATHEMATICS

MTH 091 01	Developmental Algebra I	MWF	10:00am-11:10am	4	W	251	Staff
MTH 091 02	Developmental Algebra I	TR	10:00am-11:40am	4	W	251	Staff
MTH 091 03	Developmental Algebra I	TR	1:00 pm-2:40 pm	4	Fredd	101	Baggett
MTH 091 04	Developmental Algebra I	TR	3:30pm-5:10pm	4	W	251	Staff
MTH 092 01	Developmental Algebra II	MWF	8:00am-9:10am	4	Fredd	401	Cochrane
Computer Assisted Instruction							
MTH 092 02	Developmental Algebra II	MWF	8:00am-9:10am	4	W	252	Blount
MTH 092 03	Developmental Algebra II	TR	8:00am-9:40am	4	Fredd	401	Staff
Computer Assisted Instruction							
MTH 092 04	Developmental Algebra II	MWF	9:30am-10:40am	4	Fredd	401	Cochrane
Computer Assisted Instruction							
MTH 092 05	Developmental Algebra II	MWF	9:30am-10:40am	4	E	252	Cantrell
MTH 092 06	Developmental Algebra II	TR	10:00am-11:40am	4	E	252	Blount
MTH 092 07	Developmental Algebra II	MWF	11:00am-12:10pm	4	E	252	Cantrell
MTH 092 08	Developmental Algebra II	MWF	12:00am-1:10pm	4	E	251	Blount
MTH 092 09	Developmental Algebra II	TR	12:00n-1:40pm	4	E	252	Cantrell
MTH 109 01	Intermediate College Algebra	MWF	8:00am-8:50am	3	E	221	Taylor
MTH 109 02	Intermediate College Algebra	MW	8:00am-9:15 am	3	Fredd	101	McCracken G
Computer Assisted Instruction							
MTH 109 03	Intermediate College Algebra	MWF	9:00am-9:50am	3	E	221	Taylor
MTH 109 04	Intermediate College Algebra	MW	9:30am-10:45am	3	Fredd	101	McCracken G
Computer Assisted Instruction							
MTH 109 05	Intermediate College Algebra	TR	9:00am-10:15am	3	Fredd	101	Baggett
Computer Assisted Instruction							
MTH 109 06	Intermediate College Algebra	MWF	10:00am-10:50am	3	E	221	Taylor
MTH 109 07	Intermediate College Algebra	MWF	11:00am-11:50am	3	E	221	Staff
MTH 109 08	Intermediate College Algebra	MW	11:15am-12:30pm	3	Fredd	101	McCracken G
Computer Assisted Instruction							
MTH 109 09	Intermediate College Algebra	TR	11:30am-12:45pm	3	Fredd	101	Baggett
Computer Assisted Instruction							
MTH 112 01	Precalculus Algebra	MWF	8:00am-8:50am	3	E	242	Gourdouze
MTH 112 02	Precalculus Algebra	MWF	9:00am-9:50am	3	E	242	Gourdouze
MTH 112 03	Precalculus Algebra	MWF	10:00am-10:50am	3	E	242	Gourdouze
MTH 113 01	Precalculus with Trigonometry	MWF	10:00am-10:50am	3	E	241	Blount
MTH 116 01	Mathematical Appreciation	TR	8:00am-9:15am	3	E	221	Taylor
MTH 116 02	Mathematical Appreciation	TR	9:30am-10:45am	3	E	221	Taylor
MTH 118 01	Modern Mathematic Applications	TR	4:00pm-5:15pm	3	E	241	Staff
MTH 120 01	Business Precalculus Algebra	MWF	9:00am-9:50am	3	W	241	Baggett
MTH 120 02	Business Precalculus Algebra	MWF	10:00am-10:50am	3	W	242	Baggett
MTH 127 01	Analytic Geometry & Calculus I	TR	8:00am-9:40am	4	W	244A	Cantrell
Computer Assisted Instruction							
MTH 128 01	Analytic Geometry & Calculus II	TR	12:00n-1:40pm	4	Fredd	401	Cochrane
Computer Assisted Instruction							
MTH 146 01	Calculus for Business	TR	8:00am-9:15am	3	W	244F	Jones L
Computer Assisted Instruction							

continued next column

PREREQUISITES: Before you enroll in a course, you must satisfy all prerequisites (including ASSET scores) for that course. If you enroll in a course where you have not fulfilled all prerequisites, you may not receive credit for that course.

COURSE NUMBER	SEC/TITLE	DAY	TIME	CHS	CAMPUS	ROOM	INSTRUCTOR
MTH 146 02	Calculus for Business	TR	9:30am-10:45am	3	W	244F	Jones L
Computer Assisted Instruction							
MTH 146 03	Calculus for Business	TR	11:00am-12:15pm	3	W	244A	Jones L
Computer Assisted Instruction							
MTH 146 04	Calculus for Business	TR	2:00pm-3:15pm	3	W	244F	Jones L
Computer Assisted Instruction							
MTH 228 01	Analytic Geometry & Calculus III	MWF	12:00am-1:10pm	4	W	244A	Blount
Computer Assisted Instruction							
MTH 253 01	Differential Equations	TR	12:30pm-1:45pm	3	E	241	Staff
MTH 092 10	Developmental Algebra II	TR	3:30pm-5:10pm	4	E	252	Staff
MTH 109 10	Intermediate College Algebra	MWF	12:00pm-12:50pm	3	E	221	Gourdouze
MTH 109 11	Intermediate College Algebra	MWF	1:00 pm-1:50 pm	3	E	221	Staff
MTH 109 12	Intermediate College Algebra	TR	2:00 pm-3:15pm	3	E	221	Staff
MTH 109 13	Intermediate College Algebra	TR	3:30pm-4:45pm	3	E	221	Staff
MTH 109 14	Intermediate College Algebra	TR	4:00pm-5:15pm	3	E	242	Staff

EVENING

MTH-091 51	Developmental Algebra I	M	6:00pm-9:35pm	4	E	241	Staff
MTH-091 52	Developmental Algebra I	T	6:00pm-9:35pm	4	E	241	Staff
MTH-092 51	Developmental Algebra II	M	6:00pm-9:35pm	4	E	242	Staff
MTH-092 52	Developmental Algebra II	T	6:00pm-9:35pm	4	E	242	Staff
MTH-109 51	Intermediate College Algebra	M	6:00pm-8:45pm	3	E	221	Staff
MTH-109 52	Intermediate College Algebra	T	6:00pm-8:45pm	3	E	221	Staff
MTH-112 50	Precalculus Algebra	T	6:00pm-8:45pm	3	E	223	Gourdouze
MTH-113 50	Precalculus with Trigonometry	W	6:00pm-8:45pm	3	E	241	Staff
MTH-116 50	Mathematical Appreciation	W	6:00pm-8:45pm	3	E	221	Staff
MTH-120 50	Business Precalculus Algebra	R	6:00pm-8:45pm	3	E	221	Staff
MTH-127 50	Analytic Geometry & Calculus I	T	6:00pm-8:45pm	4	W	244F	Cantrell
Computer Assisted Instruction							
MTH-146 50	Calculus for Business	W	6:00pm-8:45pm	3	W	244F	Jones L
Computer Assisted Instruction							

MUSIC

MUE 120 01	Shelton Singers I	TR	2:00pm-4:00pm	2	W	132P	Blackshear G
MUE 121 01	Bach to Rock I	F	10:00am-10:50am	1	W	132P	Blackshear G
MUE 130 01	Pep Band I	TBA	TBA	1	W	TBA	Blackshear A
MUE 131 01	Jazz Ensemble I	MW	2:00pm-3:15pm	2	W	132S	Blackshear A
MUE 220 01	Shelton Singers II	TR	2:00pm-4:00pm	2	W	132P	Blackshear G
MUE 221 01	Bach to Rock Ensemble II	F	10:00am-10:50am	1	W	132P	Blackshear G
MUE 230 01	Pep Band II	TBA	TBA	1	W	TBA	Blackshear A
MUE 231 01	Jazz Ensemble II	MW	2:00pm-3:15pm	2	W	132S	Blackshear A
MUE-132 50	Brass Ensemble I	TR	6:00pm-7:00pm	2	EWOOD	Hampton	Hampton
MUE-232 50	Brass Ensemble II	TR	6:00pm-7:00pm	2	EWOOD	Hampton	Hampton

All MUP with permission of instructor

MUP 101 01	Applied Piano I	R	TBA	1	E	132D	Coats
Repertoire lab required/12n-1pm							
MUP 101 02	Applied Piano I	R	TBA	2	E	132D	Coats
Repertoire lab required/12n-1pm							
MUP 102 01	Applied Piano II	R	TBA	1	E	132D	Coats
Repertoire lab required/12n-1pm							
MUP 102 02	Applied Piano II	R	TBA	2	E	132D	Coats
Repertoire lab required/12n-1pm							
MUP 119 01	Applied Voice I	R	TBA	1	E	132F	Blackshear G
Repertoire lab required/1-1:50pm							
MUP 119 02	Applied Voice I	R	TBA	2	E	132F	Blackshear G
Repertoire lab required/1-1:50pm							
MUP 120 01	Applied Voice II	R	TBA	1	E	132F	Blackshear G
Repertoire lab required/1-1:50pm							
MUP 120 02	Applied Voice II	R	TBA	2	E	132F	Blackshear G
Repertoire lab required/1-1:50pm							
MUP 201 01	Applied Piano III	R	TBA	1	E	132D	Coats
Repertoire lab required/12n-1pm							
MUP 201 02	Applied Piano III	R	TBA	2	E	132D	Coats

COURSE NUMBER	SEC/TITLE	DAY	TIME	CHS	CAMPUS	ROOM	INSTRUCTOR
LPN 115 32	Lab/Clinical Lab 1/12-2/18 1998 MW 7-3pm Hill/Smith Clin 2/23-4/29 1998 MW 7-3pm Staff	MW	7:00am-3:00pm	5	W	291	Hill/Smith
LPN 115 34	Lab/Clinical Lab 1/12-2/18 1998 MW 7-3pm Hill/Smith Clin 2/23-4/29 1998 MW 7-3pm Staff	MW	7:00am-3:00pm	5	W	291	Hill/Smith
LPN 122 01	Basic Pharmacology	TR	10:00am-11:15am	3	W	282	Smith
LPN 124 01	Maternal Child Health	TR	8:00am-10:30am	7	W	284	Bowden
LPN 125 01	Clinical Symposium II	T	10:45am-11:45am	1	W	283	Bowden
LPN 131 01	Nursing of Adults I T=12:30-3:30pm/F=10:45am-11:45am Students must also enroll in either LPN 131 31, 32, 33, or 34 T 12:30-3:30p	TF		6	W	TBA	Roberts
LPN 131 31	Clinical	MW	7:00am-3:00pm	4	TBA	TBA	Bowden
LPN 131 32	Clinical	MW	7:00am-3:00pm	4	TBA	TBA	Roberts
LPN 131 33	Clinical	MW	7:00am-3:00pm	4	TBA	TBA	Staff
LPN 131 34	Clinical	MW	7:00am-3:00pm	4	TBA	TBA	Staff
NAS 101 01	Introduction to Nursing/Nutrition	M	8:00am-10:00am	2	W	281	Hall
NAS 102 01	Body Structure & Function	M	10:00am-12:00n	2	W	281	Frizell
NAS 103 01	Fundamental Skills I	T	8:00am-12:00n	4	W	281	Hall
NAS 104 01	Fundamentals Lab I Lab 1/12-2/18 1998 Clinical 2/23-4/29 1998	R	7:00am-3:00pm	4	W	TBA	Frizell
NAS 201 01	Fundamental Skills II	TBA	TBA	2	W	TBA	Staff
NAS 202 01	Fundamentals Lab II	TBA	TBA	3	W	TBA	Staff
NAS 203 01	Management of Health Problems	TBA	TBA	6	W	TBA	Staff
NAS 204 01	Nutrition II/Diet Therapy	TBA	TBA	2	W	TBA	Staff
NUR 156 01	Introduction to Adult Nursing Students must also enroll in either NUR 156 31, 32, 33, or 34	MW	9:00am-10:30am	3	W	222	Williams J
NUR 156 31	Clinical	T	7:00am-3:00pm	2	W	291	Williams J
NUR 156 32	Clinical	R	7:00am-3:00pm	2	W	291	Williams J
NUR 156 33	Clinical	R	7:00am-3:00pm	2	W	291	McCraney
NUR 156 34	Clinical	R	7:00am-3:00pm	2	W	291	Hocutt
NUR 191 01	Pharmacological Nursing Lab T 11:30-1:30pm	T	9:00am-11:00am	3	W	126	Horton
NUR 275 01	Maternal-Child Nursing Students must also enroll in either NUR 275 31 or 32	MW	8:00am-11:45am	4	W	284	Mitchell
NUR 275 31	Clinical Session I 1/12-3/10 1998	RF	7:00am-2:00pm	2	DCH	TBA	Mitchell
NUR 275 32	Clinical Session I 1/12-3/10 1998	TF	7:00am-2:00pm	2	DCH	TBA	Truhett
NUR 275 02	Maternal-Child Nursing Students must also enroll in either NUR 275 33 or 34	MW	8:00am-11:45am	4	W	284	Mitchell
NUR 275 33	Clinical Session II 3/16-5/8 1998	RF	7:00am-2:00pm	2	DCH	TBA	Mitchell
NUR 275 34	Clinical Session II 3/16-5/8 1998	TF	7:00am-2:00pm	2	DCH	TBA	Truhett
NUR 278 01	Psych/Mental Health Nursing Students must also enroll in either NUR 278 31 or 32	MW	8:00am-10:45am	3	W	283	Booth
NUR 278 31	Clinical Session I 1/12-3/10 1998	RF	8-3p or 3-10p	2	BRYCE	TBA	Booth
NUR 278 32	Clinical Session I 1/12-3/10 1998	RF	8-3p or 3-10p	2	VA	TBA	Range
NUR 278 02	Psych/Mental Health Nursing Students must also enroll in either NUR 278 33 or 34	MW	8:00am-10:45am	3	W	283	Booth
NUR 278 33	Clinical Session II 3/16-5/8 1998	RF	8-3p or 3-10p	2	BRYCE	TBA	Booth
NUR 278 34	Clinical Session II 3/16-5/8 1998	RF	8-3p or 3-10p	2	VA	TBA	Range
NUR 282 01	Advanced Adult Nursing Students must also enroll in either NUR 282 31, 32, 33, or 34	MW	8:00am-10:45am	3	W	282	Robinson
NUR 282 31	Clinical Session I 1/12-3/10 1998	RF	6:30am-3:30pm	3	DCH	TBA	Robinson
NUR 282 32	Clinical Session I 1/12-3/10 1998	RF	6:30am-3:30pm	3	DCH	TBA	Richardson
NUR 282 33	Clinical Session I 1/12-3/10 1998	RF	6:30am-3:30pm	3	DCH	TBA	Horton
NUR 282 34	Clinical Session I 1/12-3/10 1998	RF	6:30am-3:30pm	3	DCH	TBA	Dobbins
NUR 282 02	Advanced Adult Nursing Students must also enroll in either NUR 282 35, 36, 37, or 38	MW	8:00am-10:45am	3	W	282	Robinson
NUR 282 35	Clinical Session II 3/16-5/8 1998	RF	6:30am-3:30pm	3	DCH	TBA	Robinson
NUR 282 36	Clinical Session II 3/16-5/8 1998	RF	6:30am-3:30pm	3	DCH	TBA	Richardson
NUR 282 37	Clinical Session II 3/16-5/8 1998	RF	6:30am-3:30pm	3	DCH	TBA	Horton
NUR 282 38	Clinical Session II 3/16-5/8 1998	RF	6:30am-3:30pm	3	DCH	TBA	Dobbins

EVENING

LPN-112 50	Clinical Symposium I	M	6:00pm-6:50pm	1	TBA	TBA	Benderson
LPN-115 50	Fundamentals of Nursing Students must also enroll in either LPN 115 81 or 82	MW	M7-9:05/W6-8:05	5	TBA	TBA	Tucker
LPN-115 81	Lab/Clinical Lab 1/12-2/18 1998 3-11pm TR Staff Clin 2/23-4/29 1998 3-11pm TR Staff	TR	3:00pm-11:00pm	5	TBA	TBA	Staff
LPN-115 82	Lab/Clinical Lab 1/12-2/18 1998 3-11pm TR Staff Clin 2/23-4/29 1998 3-11pm TR Staff	TR	3:00pm-11:00pm	5	TBA	TBA	Staff
LPN-135 50	Clinical Symposium III	M	6:00pm-6:50pm	1	W	281	Smith
LPN-141 50	Nursing of Adults II M 7-9:30p/W 6-8:30pm Students must also enroll in either LPN 141-81 or LPN 141-82	MW		6	TBA	TBA	Staff
LPN-141 81	Clinical	TR	3:00pm-11:00pm	5	TBA	TBA	Staff
LPN-141 82	Clinical	RSat		5	TBA	TBA	Staff

OFFICE ADMINISTRATION

OAD 103 01	Beginning Typing/Keyboarding	MW	9:30am-10:45am	3	W	265C	Strong
OAD 103 02	Beginning Typing/Keyboarding	TR	11:00am-12:15pm	3	W	265C	Staff
OAD 103 03	Beginning Typing/Keyboarding	F	8:00am-10:30am	3	W	265C	Staff
OAD 103 04	Beginning Typing/Keyboarding	MW	2:00pm-3:15pm	3	W	265D	Staff
OAD 104 01	Advanced Typing/Keyboarding	MW	11:00am-12:15pm	3	W	265C	Strong
OAD 104 02	Advanced Typing/Keyboarding	TR	8:00am-9:15am	3	W	265C	Strong
OAD 105 01	Professional Typing/Keyboarding	MW	8:00am-9:15am	3	W	265C	Strong
OAD 112 01	Speedwriting II	TR	8:00am-9:15am	3	W	265B	Black
OAD 130 01	Machine Calculations	TR	9:30am-10:45am	3	W	265A	Staff
OAD 132 01	Business English	TR	9:30am-10:45am	3	W	222	Black
OAD 141 01	Secretarial Accounting I	MW	8:00am-9:15am	3	W	265	Staff
OAD 142 01	Secretarial Accounting II	TR	11:00am-12:15pm	3	W	265	Staff
OAD 203 01	Speed and Accuracy (Cortez Peters)	MW	12:30pm-1:45pm	3	W	265	Staff

continued next column

COURSE NUMBER	SEC/TITLE	DAY	TIME	CHS	CAMPUS	ROOM	INSTRUCTOR
OAD 210 01	Medical Secretarial Procedures	MW	12:30pm-1:45pm	3	W	265B	Staff
OAD 220 01	Records and Information Management	MW	11:00am-12:15pm	3	W	273	Staff
OAD 223 01	Transcription Skills/Medical Process	TR	12:30pm-1:45pm	3	W	265	Black
OAD 224 01	Machine Transcription	TR	12:30pm-1:45pm	3	W	265	Black
OAD 225 01	Legal Machine Transcription	TR	12:30pm-1:45pm	3	W	265	Black
OAD 226 01	Medical Machine Transcription	TR	12:30pm-1:45pm	3	W	265	Black
OAD 228 01	Word Processing I/WordPerfect I Corel Suite 7	MW	8:00am-9:15am	3	W	265D	Black
OAD 229 01	Word Processing II/Adv WordPerfect II Corel Suite 7	MW	9:30am-10:45am	3	W	265D	Black

EVENING

OAD-103 50	Beginning Keyboarding/Typing	M	6:00pm-8:45pm	3	W	265C	Staff
OAD-104 50	Advanced Typing/Keyboarding	W	6:00pm-8:45pm	3	W	265C	Staff
OAD-105 50	Professional Typing/Keyboarding	W	6:00pm-8:45pm	3	W	265C	Staff
OAD-203 50	Speed and Accuracy (Cortez Peters)	W	6:00pm-8:45pm	3	W	265	Staff
OAD-223 50	Transcription Skills/Medical Sec.	W	6:00pm-8:45pm	3	W	265	Staff
OAD-224 50	Machine Transcription	W	6:00pm-8:45pm	3	W	265	Staff
OAD-225 50	Legal Machine Transcription	W	6:00pm-8:45pm	3	W	265	Staff
OAD-226 50	Medical Machine Transcription	W	6:00pm-8:45pm	3	W	265	Staff
OAD-228 50	Word Processing I/WordPerfect I Corel Suite 7	M	6:00pm-8:45pm	3	W	265D	Staff

ORIENTATION

ORI 105 01	New Options Seminar	WF	10:00am-1:30pm	3	W	CF1	Hayes
ORT 100 01	Introduction to College	T	3:30pm-4:20pm	1	W	261	Staff
ORT 100 02	Introduction to College	R	3:30pm-4:20pm	1	W	261	Staff
ORT-100 50	Introduction to College	T	6:00pm-6:50pm	1	W	261	Staff
ORT-100 51	Introduction to College	R	6:00pm-6:50pm	1	W	261	Staff

PARALEGAL

PRL 100 01	Introduction to Paralegal Studies	TR	11:00am-12:15pm	3	W	241	Cockrell
PRL-100 50	Introduction to Paralegal Studies	M	6:00pm-8:45pm	3	W	241	Smith T
PRL-101 50	Fund. of Legal Term. & Law Office Oper.	T	6:00pm-8:45pm	3	W	243	Ryan S
PRL-102 50	An Introduction to Computers/Paralegals	R	6:00pm-8:45pm	3	W	243	Ryan S
PRL-106 50	Business Organizations	W	6:00pm-6:50pm	1	W	243	Staff
PRL-107 50	Real Estate Law	W	7:00pm-7:50pm	1	W	243	Staff
PRL-108 50	Wills, Estates, and Trusts	W	8:00pm-8:50pm	1	W	243	Staff

PHILOSOPHY

PHL 206 01	Ethics & Society	MWF	2:00pm-2:50pm	3	W	274	Staff
PHL-206 50	Ethics & Society	R	6:00pm-8:45pm	3	W	274	Chapman

PHYSICAL EDUCATION

PED 103 01	Beginning Weight Training	MWF	8:00am-8:50am	2	W	164A	Norwood
PED 103 02	Beginning Weight Training	MWF	8:00am-8:30am	1	W	164A	Norwood
PED 103 03	Beginning Weight Training	TR	8:00am-9:30am	2	W	164A	Hawkins
PED 103 04	Beginning Weight Training	TR	8:00am-8:50am	1	W	164A	Hawkins
PED 103 05	Beginning Weight Training	MWF	10:00am-10:50am	2	W	164A	Sutton
PED 103 06	Beginning Weight Training	MWF	10:00am-10:30am	1	W	164A	Sutton
PED 103 07	Beginning Weight Training	TR	10:00am-11:30am	2	W	164A	Davis C
PED 103 08	Beginning Weight Training	TR	10:00am-10:50am	1	W	164A	Davis C
PED 103 09	Beginning Weight Training	TR	12:00pm-1:30pm	2	W	164A	Davis C
PED 104 01	Intermediate Weight Training	MWF	8:00am-8:50am	2	W	164A	Norwood
PED 104 02	Intermediate Weight Training	MWF	8:00am-8:30am	1	W	164A	Norwood
PED 104 03	Intermediate Weight Training	TR	8:00am-9:30am	2	W	164A	Hawkins
PED 104 04	Intermediate Weight Training	TR	8:00am-8:50am	1	W	164A	Hawkins
PED 104 05	Intermediate Weight Training	MWF	10:00am-10:50am	2	W	164A	Sutton
PED 104 06	Intermediate Weight Training	MWF	10:00am-10:30am	1	W	164A	Sutton
PED 104 07	Intermediate Weight Training	TR	10:00am-11:30am	2	W	164A	Davis C
PED 104 08	Intermediate Weight Training	TR	10:00am-10:50am	1	W	164A	Davis C
PED 104 09	Intermediate Weight Training	TR	12:00pm-1:30pm	2	W	164A	Davis C
PED 105 01	Personal Fitness	TR	12:00pm-1:30pm	2	W	164B	Holsonback
PED 105 02	Personal Fitness	TR	12:00pm-12:50pm	1	W	164B	Holsonback
PED 107 01	Beginning Aerobic Dance	MWF	10:00am-10:50am	2	W	164B	Livingston
PED 107 02	Beginning Aerobic Dance	MWF	10:00am-10:30am	1	W	164B	Livingston
PED 107 03	Beginning Aerobic Dance	TR	10:00am-11:30am	2	W	164B	Livingston
PED 107 04	Beginning Aerobic Dance	TR	10:00am-10:50am	1	W	164B	Livingston
PED 118 01	Beginning General Conditioning	MWF	10:00am-10:50am	2	W	164C	Potts
PED 118 02	Beginning General Conditioning	MWF	10:00am-10:30am	1	W	164C	Potts
PED 119 01	Intermediate General Conditioning	TR	10:00am-11:30am	2	W	164C	Potts
PED 119 02	Intermediate General Conditioning	TR	10:00am-10:50am	1	W	164C	Potts
PED 119 03	Intermediate General Conditioning	TR	12:00pm-1:30pm	2	W	164C	Green
PED 119 04	Intermediate General Conditioning	TR	12:00n-12:50pm	1	W	164C	Green

continued on next page

Are You Interested in a Career in Nursing?

Practical Nursing Program

The application deadline for Shelton's Practical Nursing Program is November 21. The PAX-PN Exam date is November 21. The cost of the exam is \$25 and must be paid prior to the exam. Call (205) 391-2445.

Registered Nursing Program

The application deadline for the Mobility Track of the Registered Nursing Program at Shelton is January 15, 1998. The Challenge Exam date is February 20, 1998. The cost of the exam is \$25 and must be paid prior to the exam. Call (205) 391-2271. PAX-RN exam for the two-year track will be offered on January 23, 1998. Call (205) 391-2271.

Nursing Assistant/Home Health Aide Program

The application deadlines for Spring Semester is December 19. Deadline for Summer Semester application is May 15, 1998. No test is required. Call (205) 391-2445.

COURSE NUMBER	SECTITLE	DAY	TIME	CHS	CAMPUS	ROOM	INSTRUCTOR
PED 119 05	Intermediate General Conditioning	TR	3:00pm-4:30pm	2	W	164C	Collins C
PED 119 06	Intermediate General Conditioning	TR	3:00pm-3:50pm	1	W	164C	Collins C
PED 123 01	Beginning Golf	MW	8:00am-9:15am	2	UA		Collins J
PED 124 01	University Golf Course	TR	8:00am-9:15am	2	UA		Collins J
PED 133 01	Intermediate Golf	TR	1:30pm-2:45pm	2			Staff
PED 134 01	Beginning Tennis	TR	1:30pm-2:45pm	2			Staff
PED 158 01	Bowers Park	TR	1:30pm-2:45pm	2			Staff
PED 171 01	Intermediate Tennis	TR	1:30pm-2:45pm	2			Staff
PED 172 01	Bowers Park	TR	1:30pm-2:45pm	2			Staff
PED 178 01	Intermediate Fencing	MW	11:00am-12:30pm	2	W	Gym	Bizzoco
PED 223 01	Beginning Basketball	MWF	9:00am-9:50am	2	W	Gym	Staff
PED 251 01	Intermediate Basketball	MWF	10:00am-10:50am	2	W	Gym	Staff
PED 252 01	Beginning Soccer	TBA	TBA	2	W		Howington
PED 253 01	Methods Exercise/Wellness Inst.	MWF	12:00n-12:50pm	3	W	163	Green
PED 254 01	Varsity Basketball	M	2:00pm-3:00pm	2	W	GYM	Cornelius
PED 255 01	Varsity Baseball	TBA	TBA	2	VA		Sprowl
PED 256 01	Varsity Softball	TBA	TBA	2	VA		Collins
PED 257 01	Varsity Soccer	T	2:00pm-3:00pm	2	VA		Ussery
PED 278 01	Varsity Soccer	TBA	TBA	2	W		Howington

EVENING

PED-101 50	Slimnastics I	MW	6:00pm-7:30pm	2	W	164B	Khoury-Murphy
PED-101 51	Slimnastics I	MW	6:00pm-6:50pm	1	W	164B	KHoury-Murphy
PED-102 50	Slimnastics II	TR	6:00pm-7:30pm	2	W	164B	Khoury-Murphy
PED-102 51	Slimnastics II	TR	6:00pm-6:50pm	1	W	164B	Khoury-Murphy
PED-103 52	Beginning Weight Training	TR	6:00pm-7:30pm	2	W	164A	Norwood
PED-103 53	Beginning Weight Training	TR	6:00pm-6:50pm	1	W	164A	Norwood
PED-104 51	Intermediate Weight Training	TR	6:00pm-7:30pm	2	W	164A	Norwood
PED-104 52	Intermediate Weight Training	TR	6:00pm-6:50pm	1	W	164A	Norwood
PED-107 50	Beginning Aerobic Dance	TR	7:30pm-9:00pm	2	W	164B	Beck
PED-107 51	Beginning Aerobic Dance	TR	7:30pm-8:20pm	1	W	174B	Beck
PED-118 50	Beginning General Conditioning	MW	6:00pm-7:30pm	2	W	164B	Livingston
PED-118 51	Beginning General Conditioning	MW	6:00pm-6:50pm	1	W	164C	Livingston
PED-118 52	Beginning General Conditioning	MW	7:30pm-9:00pm	2	W	164C	Beck
PED-118 53	Beginning General Conditioning	MW	7:30pm-8:20pm	1	W	164C	Beck
PED-119 50	Intermediate General Conditioning	TR	6:00pm-7:30pm	2	W	164C	Robertson
PED-119 51	Intermediate General Conditioning	TR	6:00pm-6:50pm	1	W	164C	Robertson
PED-223 50	Methods Exercise/Wellness Inst.	T	6:00pm-8:45pm	3	W	163	Green

PHYSICAL SCIENCE

PHS-112 50	Physical Science	TR	6:00pm-7:15pm	4	W	256	Vincent
Lab T 7:15-10:00pm Rm 256							

PHYSICS

PHY 102 01	General Physics II	TR	11:00am-12:15pm	4	W	239E	Fang
Lab R 1-3pm Rm 239E							
PHY 106 01	General Physics with Calculus II	MWF	9:00am-9:50am	4	W	239E	Fang
Lab M 1-3pm Rm 239E							
PHY 120 01	Introduction to Physics	TR	9:30am-10:45am	4	W	239E	Fang
Lab T 1-3pm Rm 239E							

POLITICAL SCIENCE

POL 211 01	American National Government	TR	9:30am-10:45am	3	W	271	Staff
POL 220 01	State & Local Government	MWF	10:00am-10:50am	3	W	273	Staff
POL-211 50	American National Government	M	6:00pm-8:45pm	3	W	273	Staff

PSYCHOLOGY

PSY 107 01	Study Skills	MW	10:00am-10:50am	2	W	235	Staff
PSY 107 02	Study Skills	TR	8:00am-8:50am	2	W	271	Staff
PSY 108 01	Stress Management	MW	4:00pm-4:50pm	2	W	163	DAVIS D
PSY 200 01	General Psychology	MWF	9:00am-9:50am	3	W	222	Lee
PSY 200 02	General Psychology	TR	11:00am-12:15pm	3	W	261	Kirksey
PSY 200 03	General Psychology	TR	2:00pm-3:15pm	3	W	261	Jarrell
PSY 210 01	Human Growth & Development	MWF	11:00am-11:50am	3	W	222	Mallory
PSY 210 02	Human Growth & Development	TR	11:00am-12:15pm	3	W	222	Mallory
PSY 210 03	Human Growth & Development	MWF	12:00n-12:50pm	3	W	222	Mallory
EVENING							
PSY-200 50	General Psychology	M	6:00pm-8:45pm	3	W	222	Houston
PSY-200 51	General Psychology	R	6:00pm-8:45pm	3	W	222	Burns K
PSY-210 50	Human Growth & Development	W	6:00pm-8:45pm	3	W	222	Mallory

READING

RDG 084 01	Developmental Reading II	MWF	9:30am-10:40am	4	W	221G	Turner F
RDG 085 01	Developmental Reading III	MWF	8:00am-9:10am	4	W	221G	Staff
RDG 085 02	Developmental Reading III	MWF	11:00am-12:10am	4	W	221G	Turner F
RDG 085 03	Developmental Reading III	MWF	12:30pm-1:40pm	4	W	221G	Staff
RDG 114 01	College Reading	TR	8:00am-9:15am	3	W	221G	Turner F
RDG 114 02	College Reading	TR	9:30am-10:45am	3	W	221G	Turner F
RDG 114 03	College Reading	TR	11:00am-12:15pm	3	W	221G	Turner F

EVENING

RDG-084 50	Developmental Reading II	W	6:00pm-9:35pm	4	W	221G	Staff
RDG-085 50	Developmental Reading III	W	6:00pm-9:35pm	4	W	221G	Staff
RDG-114 50	College Reading	R	6:00pm-8:45pm	3	W	221G	Staff

REAL ESTATE

RLS-286 50	Real Estate	M	6:00pm-9:35pm	4	W	271	Turner
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RECREATION

REC 290 01	Practicum in Recreation	TR	3:00pm-4:30pm	3	W	164B	Khoury-Murphy
Fitness Practicum							
REC 290L02	Practicum in Recreation	TR	3:00pm-4:15pm	2	W	164B	Khoury-Murphy
Instructor Training							
REC-231 50	Health Club & Wellness Management	TR	3:00pm-4:15pm	3	W	163	Green

RELIGION

REL 151 01	Survey of the Old Testament	TR	8:00am-9:15am	3	W	274	Staff
REL-152 50	Survey of the New Testament	M	6:00pm-8:45pm	3	W	274	Chapman

RESPIRATORY THERAPY

RPT 141 01	Basic RC Procedures II	MWF	9:00am-12:00n	5	Fredd	114	Spruell
RPT 142 01	Basic RC Procedures II Lab	TR	9:00am-12:00n	2	Fredd	106	Rainey
RPT 142 02	Basic RC Procedures II Lab	TR	1:00pm-4:00pm	2	Fredd	106	Rainey
RPT 153 09	Basic RC Procedures Clinical II	MTWRF	7:00am-3:00pm	5	TBA	TBA	Spruell
RPT 154 09	Directed Study in Basic RC Procedures	TBA	TBA	1	TBA	TBA	Spruell

SOCIOLOGY

SOC 200 01	Introduction to Sociology	TR	8:00am-9:15am	3	W	261	Hill C
SOC 200 02	Introduction to Sociology	TR	11:00am-12:15pm	3	W	271	Hill C
SOC 200 03	Introduction to Sociology	TR	2:00pm-3:15pm	3	W	271	Hill C
SOC 247 01	Marriage & Family	TR	12:30pm-1:45pm	3	W	222	Mallory

EVENING

SOC-200 50	Introduction to Sociology	M	6:00pm-8:45pm	3	W	261	Harris
SOC-207 50	Introduction to Social Work	R	6:00pm-8:45pm	3	W	271	Staff

COURSE NUMBER	SECTITLE	DAY	TIME	CHS	CAMPUS	ROOM	INSTRUCTOR
SPANISH							
SPA 101 01	Elementary Spanish I	MWF	8:00am-9:10am	4	W	223	Terry
SPA 102 01	Elementary Spanish II	MWF	11:00am-12:10pm	4	W	223	Terry
SPA 102 02	Elementary Spanish II	TR	10:00am-11:40am	4	W	223	Terry
SPA-102 50	Elementary Spanish II	M	6:00pm-9:35pm	4	W	223	Terry

SPEECH

SPH 107 01	Fundamentals of Public Speaking	MWF	8:00am-8:50am	3	E	237	Jolly
SPH 107 02	Fundamentals of Public Speaking	MWF	9:00am-9:50am	3	E	237	Grote
SPH 107 03	Fundamentals of Public Speaking	MWF	10:00am-10:50am	3	E	237	Grote
SPH 107 04	Fundamentals of Public Speaking	TR	9:30am-10:45am	3	E	237	Grote
SPH 107 05	Fundamentals of Public Speaking	TR	11:00am-12:15pm	3	E	237	Grote
SPH 107 06	Fundamentals of Public Speaking	MWF	1:00pm-1:50pm	3	E	237	Staff
SPH 108 01	Voice & Diction	TR	8:00am-9:15am	3	E	237	Looney
SPH 116 01	Intro/Interpersonal Communication	MWF	9:00am-9:50am	3	W	223	Staff
SPH 116 02	Intro/Interpersonal Communication	MWF	11:00am-11:50am	3	E	237	Staff
SPH 116 03	Intro/Interpersonal Communication	TR	12:30pm-1:45pm	3	E	237	Staff

EVENING

SPH-107 50	Fundamentals of Public Speaking	M	6:00pm-8:45pm	3	E	237	Staff
SPH-107 51	Fundamentals of Public Speaking	T	6:00pm-8:45pm	3	E	237	Staff
SPH-108 50	Voice & Diction	T	6:00pm-8:45pm	3	E	252	Staff
SPH-116 50	Intro/Interpersonal Communication	W	6:00pm-8:45pm	3	E	237	Staff

THEATRE

THR 114 01	Theatre Workshop II			1	W	TBA	Looney
1/14-5/3 1998							
1st class 1/14 '98 1pm in THR lobby							
THR 114 02	Theatre Workshop II			1	W	TBA	Looney
Production "Cabaret" 4/16-5/3 '98							
1st class 4/16 '98 1pm in THR lobby							
THR 120 01	Theatre Appreciation	TR	9:30am-10:45am	3	E	151A	Looney
THR 132 01	Acting Techniques II	TR	11:00am-12:15pm	3	E	151A	Carr
THR 281 01	Stage Movement I	MW	12:00n-12:50pm	2	E	151A	Crofton
THR 236 01	Stage Craft			3	E	TBA	Looney
1st class meets 1/14/98 in THR lobby							
THR 296 01	Directed Studies in Theatre			3	E	151A	Looney
Production "Nunsense" 1/14-3/15 '98							
1st class 1/14 '98 1pm in THR lobby							
THR 296 02	Directed Studies in Theatre	TBA	TBA	3	E	151A	Looney
Production "I DO I DO" 1/14-3/15 '98							
1st class 1/14 '98 1pm in THR lobby							
THR 296 03	Directed Studies in Theatre			3	E	151A	Looney
Production "Cabaret" 3/15-5/3 '98							
1st class 3/15 '98 1pm in THR lobby							

TRAVEL & TOURISM

TTM 111 01	Intro. to Travel & Tourism Mang.	MW	11:00am-12:15pm	3	W	233	Swinney
TTM 113 01	Introduction to Hospitality	TR	11:00am-12:15pm	3	W	233	Swinney
TTM 121 01	International Geography for Travel	TR	9:30am-10:45am	3	W	233	Swinney
TTM 200 01	Travel Career Development	MW	2:00pm-3:15pm	3	W	233	Swinney
TTM 285 01	Travel and Tourism Marketing	MW	9:30am-10:45am	3	W	233	Swinney
TTM 290A 01	Travel & Tourism Practicum-Internship	TBA	TBA	1	W	233	Swinney
TTM 290C 02	Travel & Tourism Practicum-Internship	TBA	TBA	3	W	233	Swinney
TTM-181 50	Reservations and Ticketing/SABRE	M	6:00pm-9:00pm	3	W	265	Swinney

TRUCK DRIVING

TRK 101 60	Introduction to Truck Driving (1/12/98 thru 3/9/98)	MTWRF 9:15am-11:00am	3	W	DTW	Warren
TRK 102 60	Long/Short Haul Vehicle Operation (1/12/98 thru 3/9/98)	MTWRF 12:45pm-3:00pm	3	W	DTW	Warren
TRK 103 60	Prin. of Transp/Handling Cargo (1/12/98 thru 3/9/98)	MTWRF 11:30am-12:45pm	3	W	DTW	Warren
TRK 101 70	Introduction to Truck Driving (3/11/98 thru 5/15/98)	MTWRF 9:15am-11:00am	3	W	DTW	Warren
TRK 102 70	Long/Short Haul Vehicle Operation (3/11/98 thru 5/15/98)	MTWRF 12:45pm-3:00pm	3	W	DTW	Warren
TRK 103 70	Prin. of Transp/Handling Cargo (3/11/98 thru 5/15/98)	MTWRF 11:30am-12:45pm	3	W	DTW	Warren

EMERGENCY MEDICAL TECHNICIAN PROGRAM



*Interested in an
exciting career
as a paramedic?*



Through the EMT training you can become confident that if a medical emergency threatens, you can provide important emergency care in the critical early minutes of an emergency. EMT training is helpful to anyone regardless of occupation and especially to those who deal with people, such as teachers, physical therapists, sports medicine personnel, social workers and parents. The Program in Emergency Medicine, in addition to the EMT Basic, offers the Intermediate and Paramedic levels of training, which teaches advanced medical procedures.

The EMT course includes:

- ✧ Cardiopulmonary resuscitation (CPR)
- ✧ Patient-assist medication administration
- ✧ Bandaging and splinting
- ✧ Assessing and treating emergency conditions
- ✧ Automatic external defibrillation

Registration is November 15 – December 1, 1997

8:00 a.m. – 5:00 p.m.

Registration MUST be made at the Alabama Fire College 2015 McFarland Boulevard E, Tuscaloosa.

However, if you are on a grant or receiving financial aid you must also make arrangements with the financial aid office at Shelton State Community College on Old Greensboro Highway to insure that all registry procedures have been fulfilled.



To enroll in the
EMT Basic course
a student must:

- ✧ Be 18 years of age
- ✧ Have a high school diploma or GED
- ✧ Have a current Alabama drivers license
- ✧ Provide ASSET scores or proof of test.
- ✧ Provide proof of a negative TB Test.

For more information, contact
Emergency Medicine
Alabama Fire College
Phone 556-7504
Monday – Friday 8-5

SPRING 1998 EMERGENCY MEDICINE CLASS SCHEDULE

EMS 140-01 EMS 141 EMS 142	} *	Basic/Day	Tue / Thu 9:00 am – 3:00 pm	15th Street Campus Room 101
EMS 140-50 EMS 141 EMS 142	} *	Basic/Night	Tue / Thu 4:00 – 10:00 pm	15th Street Campus Room 101
EMS 180-01 EMS 181 EMS 182	} *	Intermediate/Day	Tue / Thu 9:00 am – 3:00 pm	15th Street Campus Room 105 Morrison Bldg.
EMS 180-50 EMS 181 EMS 182	} *	Intermediate/Night	Mon / Wed 4:00 – 10:00 pm	15th Street Campus Room 101 Morrison Bldg.
EMS 183-50 EMS 186 EMS 189	} **	Intermediate Clinical/Night	Tuesday 4:00 – 10:00 pm	15th Street Campus Room 105-A Morrison Bldg.
EMP 240 EMP 241 EMP 242	}	Paramedic Didactic	Mon / Wed 4:00 – 10:00 pm	15th Street Campus Room 105 Morrison Bldg.
EMP 243 EMP 244 EMP 245	}	Paramedic Clinical	Tuesday 4:00 – 10:00 pm	15th Street Campus Room 103 Morrison Bldg.
EMP 246 EMP 247 EMP 248 EMP 249	}	Paramedic Field Internship	Thursday 4:00 – 10:00 pm	15th Street Campus Room 105 Morrison Bldg.

- * An additional 32 hours are spent in Field and Clinical Rotations.
 ** An additional 280 hours are spent in Field and Clinical Rotations.
 *** An additional 160 hours are spent in Field and Clinical Rotations.

SHELTON STATE COMMUNITY COLLEGE

CONTINUING EDUCATION SPRING PROGRAM 1998

REGISTRATION INFORMATION

To receive information on Continuing Education classes, telephone (205) 391-2386, or fax (205) 391-2316. For your convenience, three enrollment options are available: (1) credit payment by telephone, using MasterCard or VISA; (2) payment in person, office #117 on the Martin Campus, (3) payment by check or money order made payable to Shelton State Community College and mailed to:

Division of Continuing Education, Box 210
Shelton State Community College
9500 Old Greensboro Road
Tuscaloosa, AL 35405
Attn: June Hollingsworth

Enrollment is not official until payment is received. If your business or organization is paying the registration fee, please enclose a copy of the requisition form or other information that reflects your request for payment. If the course has been filled at the time the registration form and fee are received, your payment will be returned. Incomplete application forms will not be processed.

Name: _____	Sex: _____
Address: _____	
City _____	State _____ Zip _____
Home Phone: _____	Work Phone: _____ Fax: _____
Social Security # _____	Date of Birth: _____
Driver's License #: _____	State: _____
Car Tag #: _____	Car Make: _____ Model: _____
MasterCard #: _____	EXD: _____
VISA #: _____	EXD: _____
Class/es desired: _____	
Amount enclosed: _____	

PARKING

A parking permit is required for everyone participating in Continuing Education classes. The permit will be mailed with your confirmation letter. If your registration is not received in time for a confirmation letter to be sent, you may come by the Division of Continuing Education, to pick up your permit. The permit must be placed on the right hand side of the dashboard of your car. In the event that your permit is misplaced, you will be required to purchase a replacement at your expense from the Business Office. All cars parked without a permit will be ticketed.

CEU POLICY

Continuing Education Units (CEUs) are offered for many of the Continuing Education courses. One CEU is granted for each ten contact hours of class instruction. In order for a participant to qualify for the CEU, he/she must attend at least ninety percent of the classes and display an understanding of the information covered in the course.

CANCELLATION POLICY

Class participants have three working days following the first class meeting to file a written request for a refund. The request should include name, address, telephone number and social security number; a statement regarding the reason for the request; course name and number; instructor's name and class meeting schedule. This deadline will not be extended under any circumstances. All registrations will automatically be refunded for class cancellations due to insufficient enrollment.

TEXT BOOK RETURN POLICY

When purchasing your textbook, please do not remove the wrapper or write your name in the text until after the first class. This will prevent problems in returning the text in the event of class cancellation. Please make sure that you have purchased the correct text for your class before leaving the bookstore as refunds are not given unless a class cancels.

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TAX DEDUCTION

All expenses of Continuing Education professional development courses (including registration fees, travel, meals, and lodging) taken to maintain and improve professional skills are tax deductible. (Treas. Reg. 1.162-5 Coughlin vs. Commissioner, 203 F2d307.)

CUSTOMIZED COURSES

Customized computer courses specifically designed to meet your needs may be contracted for your business, organization, or for groups. Year-round scheduling of hands-on, flexible, and affordable classes on campus or at your company site is offered. For more information, contact (205) 391-2360 - telephone, or (205) 391-2316 - fax.

COMPUTERS

WINDOWS 95 COMPUTER TRAINING

CEU 227-50 INTRODUCTION TO WINDOWS 95 I

Martin Campus W 244-E 1.5 CEU - 5 sessions
Registration is required by January 7, 1998.
Instructor: David Cooper Wed. Jan. 14 - Feb. 11 6-9:15 p.m.
Max. 18 students Cost: \$99
Course description follows.

CEU 227-51 INTRODUCTION TO WINDOWS 95 II

Martin Campus W 244-C 1.5 CEU - 5 sessions
Registration is required by January 26, 1998.
Instructor: Lois Gwinn Mon. Feb. 2 - Mar. 2 6-9:15 p.m.
Max. 18 students Cost: \$99
Course description follows.

CEU 227-52 INTRODUCTION TO WINDOWS 95 III

Martin Campus W 244-C 1.5 CEU - 5 sessions
Registration is required by February 26, 1998.
Instructor: Eva Lee Plyler Thurs. Mar. 12 - April 16 6-9:15 p.m.
Max. 18 students Cost: \$99

Keyboarding or the equivalent is a prerequisite for this course. The Windows 95 courses are identical in content, they are provided on different days for the convenience of student scheduling. This introductory course to Windows 95 will cover window basics to include exploring the windows desktop, working with disk organization, working with windows and menus, getting online help, managing files and folders, using windows explorer, starting applications, faxing, electronic mail and more. This course provides a foundation for beginning PC users and is encouraged as a prerequisite for other computer courses. Text: WINDOWS 95 STEP BY STEP, by Catapult, Inc. Please bring one 3.5" high density disk.

CEU 228 ONE DAY COMPUTER SEMINARS WINDOWS 95

Martin Campus W 244-E	.6 CEU 9 a.m. - 4 p.m.	Max. 16 students.	Cost: \$75
CEU 228-01	Fri. Jan. 16	Level I for Windows 95	Preregister by Jan. 9
CEU 228-02	Fri. Jan. 23	Level I for Word for Windows 95	Preregister by Jan. 16
CEU 228-03	Fri. Jan. 30	Level I for Excel for Windows 95	Preregister by Jan. 23
CEU 228-04	Fri. Feb. 6	Level I for Quickbooks Pro	Preregister by Jan. 30
CEU 228-05	Fri. Feb. 13	Level I COREL WordPerfect (244-C)	Preregister by Feb. 6
CEU 228-06	Fri. Feb. 20	Level I for Lotus 1-2-3 (244-C)	Preregister by Feb. 13
CEU 228-07	Fri. Feb. 27	Level I for Windows 95	Preregister by Feb. 20
CEU 228-08	Fri. Mar. 6	Level II for Windows 95	Preregister by Feb. 27
CEU 228-09	Fri. Mar. 13	Level II for Word for Windows 95	Preregister by Mar. 6
CEU 228-10	Fri. Mar. 20	Level II for Excel for Windows 95	Preregister by Mar. 13
CEU 228-11	Fri. Mar. 27	Level II for COREL WordPerfect (244-C)	Preregister by Mar. 20
CEU 228-12	Fri. April 10	Level II for Lotus 1-2-3 (244-C)	Preregister by Mar. 27
CEU 228-13	Fri. April 17	Level I for Internet*	Preregister by April 10
CEU 228-14	Fri. April 24	Level II for Quickbooks Pro	Preregister by April 17
CEU 228-15	Fri. May 1	Level I for QuatroPro (244-C)	Preregister by April 24
CEU 228-16	Fri. May 8	Level I for Powerpoint	Preregister by May 1
CEU 228-17	Fri. May 15	Level I for Windows 95	Preregister by May 8

Each one day seminar is a condensed course in the Windows 95 environment designed for those who do not have the time to invest in a full course but need to develop computer skills, or for those who want a refresher course. Level I classes are introductory courses with Level II taught on the intermediate level. Bring one high density 3.5" disk. *Please note that the lab does not allow each class participant to be on line during the Internet training. However, excellent information is shared regarding the use of the Internet to allow you to become a more proficient user.

CEU 233-50 BASIC INTERNET

Martin Campus W 244-E 1.2 CEU - 4 sessions

Registration is required by February 23, 1998.

Instructor: Anthony Flannigan Mon. Mar. 2 - Mar. 23 6-9:15 p.m.

Max. 12 students Cost: \$99

Learn about the Internet and going online, E-mail and LISTSERV in this course. Also explore the Web, Web Sites, and The Future. In no time you will maneuver through the Internet with ease. Please note that the lab does not allow for class participants to be on line during the Internet training. However, excellent information is shared regarding use of the Internet to allow you to become a more proficient user. Bring your questions regarding the problems you are having in use of the Internet. Text: CONQUERING THE INTERNET, by Rutter, Ashton, Barksdale & Stephens.

CEU 106-50 INTRODUCTION TO COREL WORDPERFECT FOR WINDOWS 95

Martin Campus W 244-C 1.8 CEU - 6 sessions

Registration is required by January 6, 1998.

Instructor: Helen Sides Tues. Jan. 13 - Feb. 17 6-9:15 p.m.

Max. 18 students Cost: \$99

Prerequisites for this course include keyboarding and an introduction to Windows course or the equivalent. Learn to use this popular word processing software package in the Windows 95 environment. Topics include basic Windows concepts such as print/print preview, save, open retrieve, cursor movement, date command, editing, selecting text, move/copy, speller/thesaurus/Grammatik, merge, and use of the mouse. Formatting will also be covered including margins, tabs, centering, flush right, underline, bold, justification, line spacing, page numbering, indenting, page breaks, and reveal codes. All the necessary information for word processing will be covered in this course. Text: A PRACTICAL APPROACH TO COREL WORDPERFECT 7 FOR WINDOWS 95 COMPLETE COURSE, by Mary Alice Eisch. Please bring one high density 3.5" disk.

CEU 128-50 INTRODUCTION TO MICROSOFT WORD FOR WINDOWS 95 I

Martin Campus W 244-E 1.8 CEU - 6 sessions

Registration is required by January 6, 1998.

Instructor: Martha Shirley Tues. Jan. 13 - Feb. 17 6-9:15 p.m.

Max. 18 students Cost: \$99

Course description follows.

CEU 128-51 INTRODUCTION TO MICROSOFT WORD FOR WINDOWS 95 II

Martin Campus W 244-C 1.8 CEU - 6 sessions

Registration is required by March 9, 1998.

Instructor: Lois Gwinn Mon. Mar. 16 - April 27 6-9:15 p.m.

Max. 18 students Cost: \$99

Prerequisites for this course include keyboarding and an introduction to Windows or the equivalent. Both of these courses have the same course content differing only in the instructor and dates the courses are offered. Word for Windows is the most powerful word processor written by Microsoft for the Windows environment. Topics include opening, closing, saving, previewing, and printing documents; bullets and numbering; fonts; character and paragraph settings; move/copy; search/replace; mouse movement; speller, thesaurus and grammar check; glossaries and macros; document merge; tabs and indents; headers/footers; page numbering; time and date key; document views; selecting text; scroll bars; pagination; shortcut keys, inserting files and graphics. Text: MICROSOFT WORD FOR WINDOWS 95 SMART START, by Jerry Horazdovsky and Jodi Jensen. Please bring one high density 3.5" disk.

CEU 160-50 INTERMEDIATE MICROSOFT WORD FOR WINDOWS 95

Martin Campus W 244-E 1.8 CEU - 6 sessions

Registration is required by March 5, 1998.

Instructor: Martha Shirley Tues. Mar. 3 - April 14 6-9:15 p.m.

Max. 18 students Cost: \$99

Prerequisite to this course is Introduction to Microsoft Word or the equivalent. Learn to use style design, mail merge, graphics, tables and produce forms. Advanced document management and some desktop publishing will also be included as well as integrating with other Windows applications. Text: WORD FOR WINDOWS 95 SMART START, by Jerry Horazdovsky and Jodi Jensen. Please bring one high density 3.5" disk.

CEU 132-50 INTRODUCTION TO MICROSOFT EXCEL FOR WINDOWS 95

Martin Campus W 244-E 1.8 CEU - 6 sessions

Registration is required by January 8, 1998.

Instructor: Steve Danford Thurs. Jan. 15 - Feb. 26 6-9:15 p.m.

Max. 18 students Cost: \$99

Microsoft Excel is a powerful spreadsheet program which performs financial, mathematical and logical functions displaying and linking multiple spreadsheets. You will learn to add emphasis to numeric data on the screen and to print documents by adding borders, boxes, shading and more. The class will concentrate on work sheets, working with ranges, using functions, editing, moving & copying data, graphing, project-costing, commands and non-command macros, and linking spreadsheets. Text: POWER USERS GUIDE TO EXCEL FOR WINDOWS 95 NT, by Mary Terese Cozzola & Dr. Ed Martin. Please bring one 3.5" high density disk.

CEU 161-50 INTERMEDIATE MICROSOFT EXCEL FOR WINDOWS 95

Martin Campus W 244-E 1.8 CEU - 6 sessions

Registration is required by February 26, 1998.

Instructor: Steve Danford Thurs. Mar. 12 - April 23 6-9:15 p.m.

Max. 18 students Cost: \$99

Prerequisite for this course is introduction to Microsoft Excel or the equivalent. Creating charts and sorting data is easy in Excel. Learn to create, modify and format charts; autoformats, work with graphics, sort data and use autofilter. Learn to customize your work area, use advanced formula construction, troubleshoot, use

multiple file linking, consolidate worksheets, and use the protest and display options. Text: POWER USERS GUIDE TO EXCEL FOR WINDOWS 95 NT, by Mary Terese Cozzola & Dr. Ed Martin. Please bring one 3.5" high density disk.

NEW CEU 284-50 INTRODUCTION TO QUATTRO PRO 8

Martin Campus W 244-C 1.8 CEU - 6 sessions

Registration is required by February 24, 1998.

Instructor: David Cooper Tues. Mar. 3 - April 14 6-9:15 p.m.

Max. 18 students Cost: \$99

This powerful and popular program - QUATTRO PRO, is easy to learn and has many features not found in other spreadsheet programs. Master the electronic spreadsheet concepts by using the keyboard with Quattro and continue with organizing the spreadsheet beginning with data entry, performing arithmetic operations, creating formulas, and calculating results. Participants will also learn to design a report format and develop line, bar and pie graphs. Text: TBA. Please bring one 3.5" high density disk.

CEU 104-50 INTRODUCTION TO LOTUS 1-2-3 WINDOWS 95 & NT 4.0

Martin Campus W 244-C 1.8 CEU - 6 sessions

Registration is required by January 14, 1998.

Instructor: TBA Wed. Jan. 21 - Feb. 25 6-9:15 p.m.

Max. 18 students Cost: \$99

Experience with Windows is a prerequisite for this course. Learn to use this popular spreadsheet program. Included in this course will be a working knowledge of Lotus commands and activities such as spreadsheets, charts, databases and automating worksheet tasks. You will develop a proficiency in spreadsheet publishing, multiple applications, databases and automating worksheet tasks. Please bring one 3.5" high density disk. Text: TBA

CEU 151-50 KEYBOARDING

Martin Campus W 244-C 1.8 CEU - 6 sessions

Registration is required by January 8, 1998.

Instructor: Eva Lee Plyler Thurs. Jan. 15 - Feb. 26 6-9:15 p.m.

Max. 18 students Cost: \$85

Learn to use a keyboard to prepare for data/word processing machines and computers. If you have never had any keyboard experience or typing training and need to learn in a short period of time, this course is for you. Alphabetic keys, numbers and common symbols will be covered. Drills and exercises will be utilized with speed and accuracy recorded. This course will help you to learn the touch typing system.

CEU 231-50 INTRODUCTION TO QUICKBOOKS PRO

Martin Campus W 244-E 1.8 CEU - 6 sessions

Registration is required by January 5, 1998.

Instructor: Scott Whisenant Mon. Jan. 12 - Feb. 16 6-9:15 p.m.

Max. 18 students Cost: \$99

Prerequisite for this course is a basic understanding of accounting. This course offers a checkbook format for computerized accounting. Included in the training will be instruction regarding establishing accounts; creating company lists for employees, jobs and vendors; customizing fields; establishing product inventory records, ordering, receiving and paying for inventory; tracking and paying sales tax, doing payroll with Quickbooks, time tracking, job costing, and more. Please bring one 3.5" high density disk.

CEU 162-50 INTRODUCTION TO POWERPOINT

Martin Campus W 244-E 1.2 CEU - 4 sessions

Registration is required by April 6, 1998.

Instructor: Steve Danford Mon. April 13 - May 4 6-9:15 p.m.

Max. 18 students Cost: \$99

Prerequisites for this course include knowledge of Windows and word processing. Powerpoint is an excellent presentation package that includes drawing, graphics and word processing capabilities. Learn to create and enhance presentations. Please bring one 3.5" high density disk. Text: MICROSOFT POWERPOINT 4 FOR WINDOWS, by Shelly Cashman.

ENTREPRENEUR DEVELOPMENT INSTITUTE

Are you interested in starting your own business? Maybe you already have a business but are interested in improving your "bottom line" based on today's competitive environment? Shelton State now offers the Entrepreneur Development Institute as part of the college's Center for Advanced Productivity. Instructors will assist you in learning to develop, write and test a business plan. Resource persons will be available to advise regarding changing trends, legal issues, financing, risk management, marketing and record keeping.

CEU 291-50 ENTREPRENEUR DEVELOPMENT

Martin Campus E CF #2 20 weeks Registration is required by April 13, 1998.

Instructors: Larry Mund & Fran Viselli Mon. April 20 - Sept. 28 6-9 p.m.

Cost: \$499

The content of these courses is the same differing only in the day the class meets. Topics covered in this course include: development of a working business plan; marketing analysis; selecting a location for your business; pricing strategy; legal issues; business management; human resources; promotion; sales; financial analysis; operations and global markets. Sound planning is critical to the success of any business. This course will provide information necessary for the development of a successful business endeavor. For more information contact Fran Viselli at (205) 391-2465.

LEADERSHIP & ORGANIZATIONAL DEVELOPMENT**ZENGER-MILLER : CORE INTERPERSONAL SKILLS SEMINARS**

The Center for Advanced Productivity is proud to present the Zenger-Miller Training - a leadership development training program for managers and supervisors. Zenger-Miller, Inc. is internationally recognized as a leader of skills training programs and services. Over 2000 private and public organizations have implemented Zenger-Miller systems, including half of the Fortune 500 Companies. Frontline Leadership: Your Role and the Basic Principles is a prerequisite for all the remaining classes. Those who attend all six classes will receive a certificate for 2.4 CEUs at the conclusion of the courses.

CEU 142-50 Zenger Miller FRONT LINE LEADERSHIP:**YOUR ROLE AND BASIC PRINCIPLES**

Martin Campus W 141-C Instructor: Randy Jarrell

Max. 15 students Cost: \$59 All 6 courses - \$325

Tues. Feb. 3 5:30 - 9:30 p.m. Registration is required by January 27, 1998.

This course gives an overview of the expanding role of supervisors and managers and why the need for their personal skill development has never been greater. It also overviews the Frontline Leadership program and covers the Basic Principles of maintaining positive work relationships. The principles taught in this course are the building blocks for all other front-line leadership training. Text: A sixteen dollar text is provided in the cost of the course.

CEU 143-50 Zenger Miller GIVING CONSTRUCTIVE FEEDBACK

Martin Campus W 141-C Instructor: Randy Jarrell

Max. 15 students Cost: \$59 All 6 courses - \$325

Tues. Feb. 10 5:30 - 9:30 p.m. Registration is required by February 3, 1998.

Develop your skill at delivering objective, honest feedback in a coherent fashion that will be relevant and useful to employees. Text: A sixteen dollar text is provided in the cost of the course.

CEU 144-50 Zenger Miller GETTING GOOD INFORMATION FROM OTHERS

Martin Campus W 141-C Instructor: Randy Jarrell

Max. 15 students Cost \$59 All 6 courses - \$325

Tues. Feb. 17 5:30 - 9:30 p.m. Registration is required by February 10, 1998.

Become familiar with and learn to apply key actions and techniques associated with obtaining good information from others. Learn to plan appropriately for gathering in-depth information that impacts decision making. Text: A sixteen dollar text is provided in the cost of the course.

CEU 145-50 Zenger Miller GETTING YOUR IDEAS ACROSS

Martin Campus W 141-C Instructor: Randy Jarrell

Max. 15 students Cost: \$59 All 6 courses - \$325

Tues. Feb. 24 5:30 - 9:30 p.m. Registration is required by February 17, 1998.

This course provides skills that are particularly helpful for explaining tough decisions or complicated, possibly unpopular ideas. Text: A sixteen dollar text is provided in the cost of the course.

CEU 146-50 Zenger Miller DEALING WITH EMOTIONAL BEHAVIOR

Martin Campus W 141-C Instructor: Randy Jarrell

Max. 15 students Cost: \$59 All 6 courses - \$325

Tues. Mar. 3 5:30 - 9:30 p.m. Registration is required by February 24, 1998.

Learn to focus on ways to defuse non-constructive emotional behavior in work situations and how to refocus energies toward positive, productive solutions to issues. Learn to recognize and deal with the anger and frustration of upset employees (as well as your own anger). Text: A sixteen dollar text is provided in the cost of the course.

CEU 147-50 Zenger Miller RECOGNIZING POSITIVE RESULTS

Martin Campus W 141-C Instructor: Randy Jarrell

Max. 15 students Cost: \$59 All 6 courses - \$325

Tues. Mar. 10 5:30 - 9:30 p.m. Registration is required by March 3, 1998.

Build skills beyond giving basic feedback, by incorporating the motivating element of personal appreciation for a job well done. Become familiar with and learn to apply key actions and techniques designed to increase effectiveness. Text: A sixteen dollar text is provided in the cost of the course.

DEVELOPING TEAM PERFORMANCE

Prerequisites for these courses are the CORE INTERPERSONAL SKILLS SEMINARS. The ability to manage teams of people is more critical than ever in today's fast-paced business environment. Managers and supervisors who know how to organize and run teams successfully are key to their organization achieving its strategic objectives. The Developing Team Performance cluster covers fundamental principles of leading successful group efforts.

CEU 288-50 Zenger Miller**CLARIFYING TEAM ROLES AND RESPONSIBILITIES**

Martin Campus W 141-C Instructor: Randy Jarrell

Max. 15 students Cost: \$59 All 3 courses - \$165

Tues. Mar. 17 5:30 - 9:30 p.m. Registration is required by March 10, 1998.

This course shows how to tap the experiences of all team members, thus gaining output from a collaborative effort. This process is appropriate for both on-going and temporary work efforts. Text: A sixteen dollar text is provided in the cost of the course.

CEU 289-50 Zenger Miller**CONDUCTING INFORMATION EXCHANGE MEETINGS**

Martin Campus W 141-C Instructor: Randy Jarrell

Max. 15 students Cost: \$59 All 3 courses - \$165

Tues. Mar. 24 5:30 - 9:30 p.m. Registration is required by March 17, 1998.

Learn to give suggestions for moving meetings along quickly, fostering understanding, and delivering positive post-meeting results. Text: A sixteen dollar text is provided in the cost of the course.

CEU 290-50 Zenger Miller RESOLVING TEAM CONFLICTS

Martin Campus W 141-C Instructor: Randy Jarrell

Max. 15 students Cost: \$59 All 3 courses - \$165

Tues. April 7 5:30 - 9:30 p.m. Registration is required by March 27, 1998.

Learn how to handle conflict between individuals in group situations. This course will equip you with tools for rebuilding relationships between team members. Text: A sixteen dollar text is provided in the cost of the course.

REAL ESTATE CONTINUING EDUCATION**CEU 119-50 30 HOUR POST LICENSE**

Martin Campus E CF #1 Instructor: Charles Storey

10 sessions Cost: \$175 6-9 p.m.

Mon/Tues/Thurs. Feb. 9, 10, 12, 16, 17, 23, 24, 26, Mar. 2 & 3

Registration is required by February 2, 1998.

This course is required for newly licensed agents within six (6) months of license. It is necessary that you have your real estate license number and be associated with a broker or have a temporary license issued on inactive status to enroll in this class. The text is provided in the cost of the course.

CEU 111-50 RECAD

Martin Campus E CF #1 Instructor: TBA 1 session Cost: \$25 6-9 p.m.

Tues. Feb. 24 Registration is required by February 17, 1998.

CEU 113-50 LICENSE LAW

Martin Campus E CF #1 Instructor: TBA 1 session Cost: \$25 6-9 p.m.

Thurs. April 30 Registration is required by April 23, 1998.

PROFESSIONAL DEVELOPMENT**CEU 166-50 PROFESSIONAL BUSINESS COMMUNICATIONS**

Martin Campus W 235 4 sessions 1 CEU

Registration is required by February 3, 1998.

Instructor: TBA Tues. Feb. 10 - Mar. 3 6:30 - 9 p.m. Cost: \$98

Fine-tune your business communications technique for clarity, courtesy, and concision. Highlight goals, standards, styles, and forms for professional communications including internal and external letters, reports, memorandums, e-mail, voice mail, formal and informal presentations, etc. Learn quick ways to boost your writing and speaking authority, plus easy tips for avoiding the most common communications errors. Address the impact of EEOC legislation on writing in the 90's workplace, including revision of gender exclusive language as a means to reduce professional exposure and convey a more progressive corporate image. "A must for independent business people, proactive managers, and extropective executives." Text: HOW 7, 7th Edition, copyright 1995 by Clark.

CEU 118-50 SPRING EXTRAVAGANZA IN FLORAL DESIGN

Martin Campus W 193 1.2 CEU - 6 sessions

Registration is required by January 5, 1998.

Instructor: Randy Howell Mon. Jan. 12 - Feb. 16 6 - 8:15 p.m.

Max. 20 students Cost: \$65

This course will teach you basic principles in floral design centered around spring themes including balance, stability, proportion, rhythm, and harmony as well as the elements of line, form, and texture. Information regarding containers, conditioning, and handling will assist in the development of outstanding techniques in floral design. The first class will be an informational demonstration. In each remaining session, participants will receive guidance in the design of a floral creation. Supplies are in addition to the cost of the course and are to be purchased independently.

CEU 125-50 INTERMEDIATE FLORAL DESIGN

Martin Campus W 193 1.2 CEU - 6 sessions

Registration is required by February 23, 1998.

Instructor: Randy Howell Mon. Mar. 2 - April 13 6-8:15 p.m.

Max. 20 students Cost: \$65

You will continue in the development of the basic principles in floral design including balance, stability, proportion, rhythm and harmony as well as the elements of line, form and texture. Get into the spirit of spring with arrangements and decoration for the season to include Easter and spring designs. Techniques for arranging flowers and other spring floral creations will be taught. Supplies for the class are in addition to the cost of the course and are to be purchased independently.

CEU 260-50 WEDDINGS WORK!

Martin Campus W 193 1.2 CEU - 6 sessions

Registration is required by April 13, 1998.

Instructor: Randy Howell Mon/Wed. April 20 - May 20 6-8:15 p.m.

Max. 20 students Cost: \$65

Modern wedding design is a complete, practical course in professional floral methods. It provides training in the fundamental types of bouquets for home and church wedding procedures. Information regarding boutonniers, corsages and reception flowers will also be discussed. The first class will be an informational demonstration. In each remaining session, participants will receive guidance in their own wedding creations. All supplies for the class are in addition to the cost of the course and are to be purchased independently.

CEU 130-50 BEGINNING SIGN LANGUAGE

Martin Campus E CF #1 1.6 CEU - 8 sessions

Registration is required by March 2, 1998.

Instructor: Vickie Brown Mon. Mar. 9 - May 4 6 - 8:15 p.m.

Cost: \$65 Max. 15 students

This sign language series offers you the opportunity to learn to communicate in the language used by America's four million hearing impaired persons. The beginning conversational class introduces you to finger spelling, vocabulary, and fluency through hand shapes, facial expressions, body language and mime in addition to providing a view of deaf culture. Students should complete this class with receptive and expressive practical elementary communication skills of Sign Language Continuum. Text: THE JOY OF SIGNING, 2nd Edition by L. Riekehof.

CHILD DEVELOPMENT CERTIFICATE PROGRAM

This program is designed to prepare students for employment in preschool programs. Emphasis is placed on developing competency in guiding the experience of preschool children. Graduates may be employed as teacher assistants in public kindergartens or as teachers or directors in private preschool programs. Early Education Required Courses for this program include: Introduction to Child Care; Principles of Child Growth & Development; Creative Experiences for the Preschool Child; Children's Literature and Language Development; Methods & Materials of Teaching Preschool Children; Health, Safety and Nutrition for the Young Child; Program Planning for Young Children; and Supervised Practical Experiences (taken during the last semester). Elective courses include Infant & Toddler Programs, Early Education and the Exceptional Child, and Administration of Programs for Young Children. The Child Development Certificate is a twenty-six (26) semester hour training.

CHD 101-50 PRINCIPLES OF CHILD GROWTH & DEVELOPMENT

Martin Campus W 284 3 credit hours

Registration is handled through regular registration.

Instructor: Sherry Kirksey Tues. Jan. 13 - May 5 5:30 - 8:30 p.m.

Cost: \$130.50

This course is a systematic study of child growth and development from conception through early childhood. Emphasis will be placed on principles underlying physical, mental, emotional and social development, methods of child study and practical implications. Text: UNDERSTANDING CHILD DEVELOPMENT, by Rosalind Charlesworth.

CHD 106-50 HEALTH & SAFETY FOR THE YOUNG CHILD

Martin Campus E 242 3 credit hours

Registration is handled through regular registration.

Instructor: Carolyn Edwards Thurs. Jan. 15 - May 7 5:30 - 8:30 p.m.

Cost: \$130.50

This course emphasizes setting up and maintaining a safe, healthy environment

for young children. Topics covered are nutritional needs, communicable diseases and illnesses and safety procedures for young children. Text: THE HEALTHY CHILD, by Edelstein.

CHD 205-50 PROGRAM PLANNING FOR YOUNG CHILDREN

Martin Campus W 284 3 credit hours

Registration is handled through regular registration.

Instructor: Beverly Cook Mon. Jan. 12 - May 4 5:30 - 8:30 p.m.

Cost: \$130.50

Prerequisite for this course is CHD 104. This course is designed to give students practice in lesson and unit planning, writing behavioral objectives and evaluating activities taught to young children. Examinations of various kinds of programs and curriculums will be studied. Scheduled observation and participation with children will be required. Text: TOTAL LEARNING, 4th edition by JoAnn Headrick.

NEW CEU 293-01 LOADING & UNLOADING CHEMICAL TANKERS

Martin Campus W 141-C .8 CEU - 1 session

Registration is required by April 10, 1998.

Instructor: John Chambers Fri. April 17 8 a.m. - 5 p.m.

Cost: \$129 Max. 20 students

This one day course will provide training that includes classroom instruction as well as actual hands-on experience in the loading and unloading of chemical tankers. Class participants will be taught the use of instrumentation and the equipment necessary for the task.

FINANCIAL MATTERS

CEU 276-50 SEVEN SECRETS OF FINANCIAL SUCCESS

Martin Campus E 234 1 session Registration is required by January 5, 1998.

Instructor: Dean Gambrell, Sr. / Bragg Comer Mon. Jan. 12 6-9 p.m.

Cost: \$45

This class consists of one three-hour session covering the basic principles of personal money management. The mission is to teach participants how to achieve financial success and make educated financial decisions. Portions of the course and workbook are based on The Seven Secrets of Financial Success by Jack Root and Doug Mortensen published in 1996 by Irwin Professional Publishing. The seminar also covers the Six Steps of the Financial Planning Process and demonstrates how personal computer programs can help individuals plan and manage their finances. Each workbook contains Money 97 trial software which is referred to for demonstration purposes. Each participant is also entitled to a free personal consultation.

CEU 172-50 SUCCESSFUL INVESTING & MONEY MANAGEMENT

Martin Campus E 255 3 sessions Registration is required by January 27, 1998.

Instructor: Dean Gambrell, Sr. / Bragg Comer

Tues. Feb. 3-17 6-9:30 p.m. Cost: \$79

This class covers the latest strategies and time-tested investment basics to help you successfully plan your financial future. Topics covered in the course include cash reserves, tax deferred fixed annuities, corporate & municipal bonds, common & preferred stock, mutual funds, 401(k) plans, 405 (b) tax-sheltered annuities, tax deferred variable annuities, insurance and estate planning, to mention a few. A twenty-eight dollar workbook is included in the cost of this course. Each workbook contains Microsoft Money 97 trial software which is referred to for demonstration purposes. You may bring your spouse at no additional charge, however only one workbook will be provided. A free consultation is available at the conclusion of this course.

CEU 235-50 FINANCIAL STRATEGIES FOR A SUCCESSFUL RETIREMENT

Martin Campus E 255 4 sessions Registration is required by February 10, 1998.

Instructor: Dean Gambrell, Sr. / Bragg Comer

Tues. Feb. 17 - Mar. 10 6-8:30 p.m. Cost: \$79

Retirement is a financial disaster for a majority of Americans. Designed for those 50-67 years of age, this course will prepare you to meet the challenges successfully. Topics included in this course are the seven major objectives of retirement planning, nine reasons people fail to capitalize on their retirement years, putting your dollars to work with compound interest, company retirement plans, pension benefit options, IRA's, savings and cash reserves, tax-deferred annuities, corporate and treasure bonds, nine steps to retirement success, stock, mutual funds, asset allocation, risk management and more. A twenty-eight dollar text is included in the cost of this course. Each workbook contains Microsoft Money 97 trial software which is referred to for demonstration purposes. You may bring your spouse at no additional charge, however only one workbook will be provided. A free consultation is available at the conclusion of this course.

CEU 274 -50 ESTATE PLANNING

Martin Campus E 255 3 sessions Registration is required by March 27, 1998.

Instructor: Lyle Aitken / Kerry J. Grinkmeyer

Tues. April 7 - April 21 6-8:30 p.m. Cost: \$79

You've worked all your life to accumulate an estate; at your death it can be taxed at rates from 37% to 55%. This workshop will focus on the steps to take to avoid or reduce estate settlement costs. Concentration will be placed on the basics and move through the advanced strategies of estate planning. Each of the following topics will be covered in detail: Wills, Durable Power of Attorney, Gifting, Probate, Living Trust, By-Pass Trust, Irrevocable Life Insurance Trust, Q-Tip Trust, Qualified Personal Residence Trust, Charitable Gifting, Charitable Remainder Trust, Family Limited Partnership Trust, and Dynasty Trust. At the conclusion of the course, each participant is entitled to a free personal consultation.

CEU 275 -50 IRA MANAGEMENT

Martin Campus E 255 3 sessions Registration is required by April 21, 1998.

Instructor: Lyle Aitken / Kerry J. Grinkmeyer

Tues. April 28 - May 12 6-8:30 p.m. Cost: \$79

Your IRA is potentially your highest taxed asset both during your life and at your death. It can be exposed to Income Tax, Excise Tax, Estate Tax, and can cause your social security to be taxed. If passed improperly through your estate, your IRA can be taxed up to 76% of its value. With proper planning, most of these taxes can be avoided, postponed or reduced. This workshop will focus on the following strategies designed to manage your IRA: Pre 59 1/2 distributions, Required Minimum Distributions at 70 1/2 (your four options), Passing your IRA to your heirs, IRA Credit Shelter Trusts, Excise Taxes on Excess Distributions, and Spousal Rollovers. At the conclusion of the course, a private consultation may be arranged at no additional charge.

PERSONAL INTEREST

CEU 236-50 INTRODUCTION TO ANTIQUES

Martin Campus E 255 6 sessions Registration is required by January 12, 1998.

Instructor: Charles Snowden Mon. Jan. 19 - Feb. 23 6-8:15 p.m. Cost: \$65

This class is designed for those interested in antiques. Covered in the course will be information regarding the identification, purchase, care, repair, appraisal, and insurance of antique furniture and accessories, as well as a discussion of metals, ceramics, glass, textiles, stone and paper.

NEW CEU 282-50 INTERMEDIATE ANTIQUES

Martin Campus E 255 6 sessions Registration is required by March 2, 1998.

Instructor: Charles Snowden Mon. Mar. 9 - April 20 6-8:15 p.m. Cost: \$65

Prerequisite for this course is Introduction to Antiques or the equivalent. Continue your adventure into the world of antiques. This course is designed to carry you further with the information needed to identify woods and marble types, understanding marks, problems with dating, modern researching, pricing and unusual collectibles. Each session allows time at the conclusion for questions and discussion.

NEW CEU 292-01 HANDS-ON ANTIQUES

Martin Campus E CF #1 6 sessions Registration is required by March 27, 1998.

Instructor: Charles Snowden Wed. April 8 - May 13 1-3 p.m. Cost: \$65

Prerequisite for this course is an introduction to antiques or the equivalent. Your knowledge will be expanded by learning information about old toys, country folk art, books, restoration techniques, art glass and you will be aided in distinguishing American furniture from that of other countries.

CEU 170-50 BEGINNING SOCIAL DANCE

Martin Campus, Room TBA 8 sessions Registration is required by January 7, 1998.
Instructor: Melodie Carr
Wed. Jan. 14 - Mar. 4 7-8 p.m. Max. 18 students Cost: \$49
Basic dances will be taught during this course such as the Fox Trot, Waltz, Jive/Swing, Rumba, Cha-Cha, and Tango. A variety of musical selections ranging from classical to rock will be used to accompany the learning of steps.

CEU 277-50 CHORD STYLE PIANO WORKSHOP

Martin Campus, Music Dept. 1 session
Registration is required by February 24, 1998.
Instructor: David Haynes Mon. Mar. 2 6-9 p.m. Cost: \$50
Learning to play the piano need not be a tortuous regiment of scales, exercises, note reading, counting, and theory. It can be a simple matter of taking a few hours to learn how to play the piano the way the pros do with chords. You will be provided a 60-minute cassette tape to assist you in learning to play several songs right away. This is a beginning course in chord piano techniques that will have you playing all of your favorite songs with both hands after this one session. ABILITY TO READ TREBLE CLEF RECOMMENDED. A free pamphlet on reading treble clef is available through the instructor. Topics include: how chords work in music; musicians' shortcuts; how to speed read sheet music; how to derive all major, minor and seventh chords; how to handle different keys and time signatures; simple techniques of counting; and how to substitute for 12,000 complex chords. The registration fee includes workbook and 60-minute practice cassette.

CEU 299-50 HOW TO PLAY THE PIANO BY EAR

Martin Campus, Music Dept. 1 session
Registration is required by February 24, 1998.
Instructor: David Haynes Tues. Mar. 3 6-9 p.m. Cost: \$55
The prerequisite for this course is the Chord Style Piano or the equivalent. Learn one of music's deepest mysteries: how to play songs without relying on music. A very practical presentation of music theory that includes predicting chord progressions, learning from recordings, and transposing - all expressed in everyday language. This is an ideal follow-up to "Chord Style Piano" and is open to anyone who has a basic understanding of chords on any instrument. Expand your musical horizons, free yourself from sheet music dependence, and be the life of the party! Prior experience with chords is recommended. Topics included in the presentation are: how to find the starting note; how to determine when chords change; how to predict the chord progression; how chords help you find the correct melody; how to learn song from recordings in all keys; how to transpose; the Universal Key Signature; how to use the Circle of Fifths; and how to recognize the most common chord patterns. The registration fee includes a workbook and 60-minute practice cassette.

NEW CEU 287-50 SHORT STORY AND NOVEL

Martin Campus E CF #2 1 session Registration is required by January 22, 1998.
Instructor: Michael Garrett Thurs. Jan. 29 6-9 p.m. Cost: \$50
Most short story and novel submissions are rejected within the first few pages; editors rarely read every word submitted. Here's an opportunity to gain valuable feedback from a professional editor, and learn where you might have gone wrong. Bring two copies of the first five pages of your manuscript to class. If you prefer not to have your own writing reviewed, you will learn from listening to critiques of other student manuscripts. Topics for discussion include: how editors evaluate submissions; proven methods to capture an editor's attention, aspects of an editor's job that all writers should know; the most common reasons for manuscript rejection; manuscript format and submission techniques; and marketing short stories versus novels. Rejection slips rarely reveal why a manuscript was returned; here's your opportunity to find out what a rejection slip might say if it could talk.

CEU 286-01 WRITING A NOVEL THAT SELLS

Martin Campus E CF #2 1 session Registration is required by February 13, 1998.
Instructor: Michael Garrett Fri. Feb. 20 9 a.m. - 4 p.m. Cost: \$75
Writing A NOVEL THAT SELLS tells you, from a professional editor's perspective, what to do (and what not to do) to develop and sell your novel manuscript. Topics included in the presentation are the following: what it takes to become a published novelist; how to keep your manuscript out of the editor's "slush pile"; overcoming "writer's block"; writing query letters that get editors to ask for your manuscript; business issues of writing and publishing; how much money you can expect to be paid. You'll learn inside tips about the publishing industry to speed the time it takes to see your work in print. If you've already completed your novel, use what you'll learn to produce a more marketable rewrite.

CEU 294-50 CHESS FOR BEGINNERS

Martin Campus E CF #2 6 sessions Registration is required by January 12, 1998.
Instructor: Nuwan Suriyagoda Mon. Jan. 19 - Feb. 23 2-3 p.m. Cost: \$65
This course is an introduction to the game of Chess. Participants will learn the basic elements of the game and will develop skill up to the threshold level of an average player. Topics include the history of Chess; basic tactics in the Capture of pieces; four basic concepts in chess; the three stages of the game; fast development of pieces and how to use the Chess clock. Class participants are required to bring with them a chess board and pieces as well as a notebook for recording information.

CEU 295-50 INTERMEDIATE CHESS

Martin Campus E CF #2 7 sessions Registration is required by March 2, 1998.
Instructor: Nuwan Suriyagoda Mon. Mar. 9 - April 27 2-3 p.m. Cost: \$79
Prerequisite to this course is Chess for Beginners or the equivalent. This course offers a continuation of the development of the Chess skill level. Topics include the four basic concepts in Chess; an analysis of actual tournament games; introduction to the Middle Game; skills in Chess: double attack, double check, discovered attack, discovered check; sacrifices; and introduction to the End Game. Class participants are required to bring with them a chess board and pieces along with a notebook for recording information.

CEU 242-01 SHELTON RSVP SINGERS

Martin Campus E 132-P Registration is required by January 5, 1998.
Instructor: Benny Russell Mon. Jan. 12 - May 4 12 - 1 p.m. Cost: \$25
If you enjoy music and would like to participate in lifting the spirits of others, this course is for you. Each week a rehearsal of favorite songs will be held from 12-1 p.m. with a performance following from 2-3 p.m. at various locations around the community. FOCUS provides transportation for those who would be willing to offer a few volunteer hours in return. Come join the fun!

COLLEGE FOR LIVING

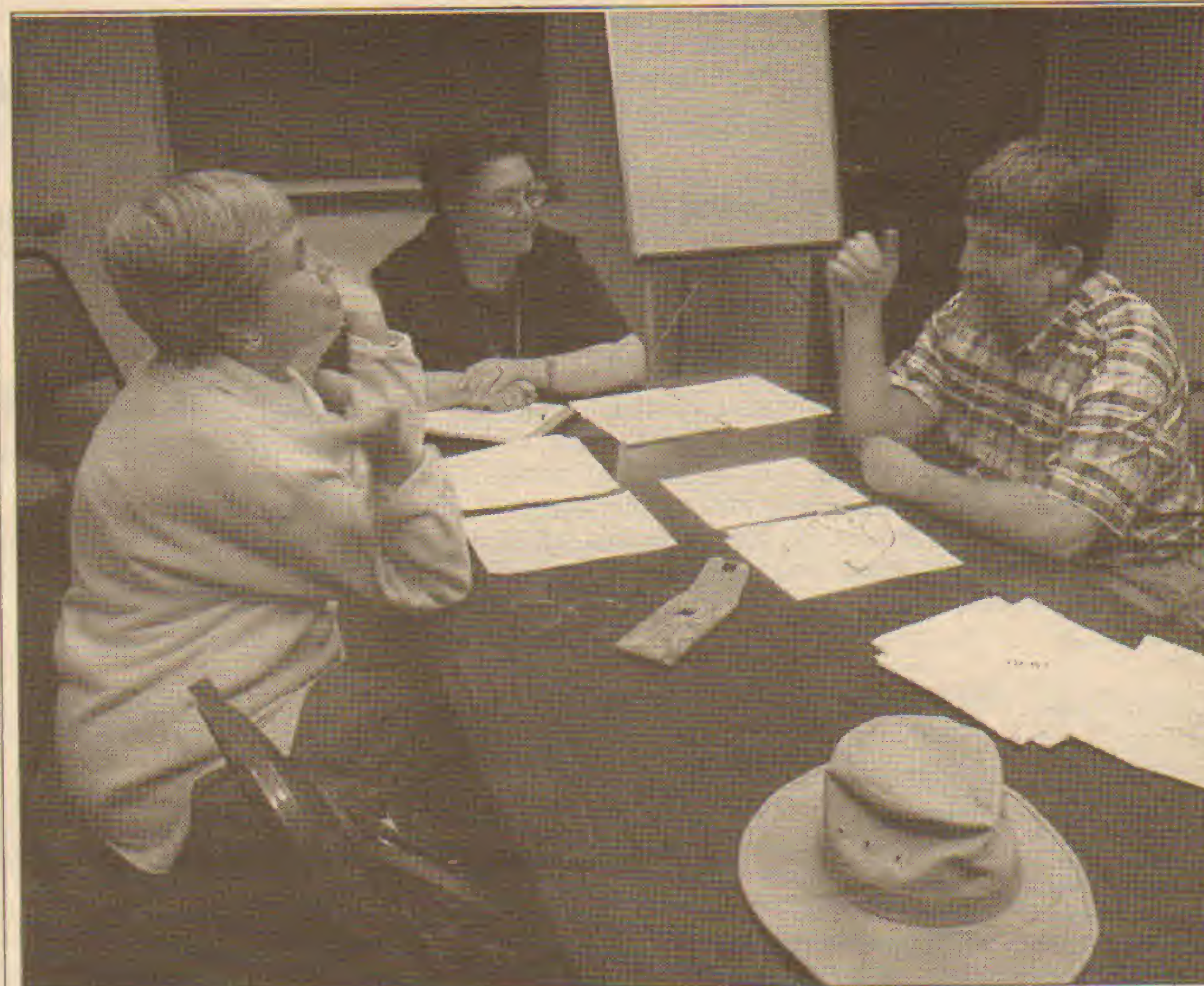
College for Living is a multi-disciplinary approach to education for people with developmental disabilities. It provides a continuing education experience for people with developmental disabilities, a service learning experience for degree students and a college response to community needs.

CEU 258-01 BASIC MATH AND READING

Martin Campus E 251 7 weeks Registration is required by January 6, 1998.
Instructor: Nancy Mitchell
Tues/Thurs. Jan. 13 - Feb. 26 1:30 - 3 p.m. Cost: \$65
Session II 7 weeks Tues/Thurs. Mar. 3 - April 23
Registration is required by February 24, 1998. Cost: \$65
This course is designed to teach very basic math and reading for those who have never conquered basic skills. The classes are paced to accommodate the learner. Reading will be taught using a combination of phonics and sight recognition. The cost of textbooks is not included in the course cost. A maximum of twelve (12) students will be enrolled on a first come first serve basis.

CEU 272-01 HOW TO MANAGE YOUR MONEY

Martin Campus E 251 10 sessions Registration is required by February 16, 1998.
Instructor: Roamelia Blackburn Mon/Wed. Feb. 23 - Mar. 25 2-3 p.m.
Max. 12 students Cost: \$50
This course will help you to identify the weekly income and expenditures that you have and develop a budget. Time will also be spent helping you to figure what items are really the best buy for the money, and how and where to shop for best buys. Tips will be given for making sure that you keep your spending within your budget.



ATTENTION SENIOR LEARNERS

For your convenience, Shelton State Community College now offers you the choice of three options of classes designed especially for adult students. All of these classes are coordinated through the Division of Continuing Education.

OPTION ONE: SENIOR SCHOLARSHIP PROGRAM: Individuals 60 years of age or older may register for credit classes through the Senior Scholarship Program provided they have not taken the class before and there are at least fifteen traditional students enrolled in the class. Registration for these classes will take place in the Division of Continuing Education on the New Campus on January 9, 1998 from 9 a.m. - 4 p.m. The cost of these courses is \$6 per semester hour. For more information or for clarification, please call Continuing Education, (205) 391-2323.

OPTION TWO: FROM THE WELLNESS CENTER

A wide variety of non-credit classes is offered through Continuing Education. The cost of each course varies, and information on these courses may be found on pages 14-19 of Shelton State's 1998 Spring Semester Schedule. Five exercise classes offer a discount to senior students fifty-five years of age and older. These classes include:

CEU 108-01 SLIMNASTICS FOR SENIORS

Martin Campus W 164-B Registration is required by January 5, 1998.

Cost: \$20 Max. 40 students

Instructor: Patti Emplainscourt Mon./Wed. Jan. 12 - May 6 8:30 - 9:20 a.m.

This course is a low impact aerobics class that offers supervised weight lifting, floor exercises and aerobic workout designed for cardiovascular health and physical fitness.

CEU 108-02 SLIMNASTICS II FOR SENIORS

Martin Campus W 164-B Registration is required by January 6, 1998.

Cost: \$20 Max. 40 students

Instructor: Patti Emplainscourt Tues/Thurs. Jan. 13 - May 7 9 - 9:50 a.m.

This course is a low impact aerobics class that offers supervised weight lifting, floor exercises and aerobic workout designed for cardiovascular health and physical fitness.

CEU 220-01 WEIGHT TRAINING FOR SENIORS

Martin Campus W 164-A Registration is required by January 5, 1998.

Cost: \$20 Max. 40 students

Instructor: Johnnie Holsonback Mon/Wed. Jan. 12 - May 6 12-1 p.m.

This weight training program is designed especially for seniors to improve overall muscular and cardiovascular strength and endurance. Weight Training also helps prevent osteoporosis.

CEU 214-50 PERSONAL FITNESS FOR SENIORS

Martin Campus W 164-B Registration is required by January 5, 1998.

Cost: \$20 Max. 40 students

Instructor: Johnnie Holsonback Mon/Wed. Jan. 12 - May 6 3:30 - 4:20 p.m.

This beginning course in fitness is a stretching and strengthening program designed to increase muscular strength, range of motion and mobility.

CEU 238-01 SUPER CIRCUIT FOR SENIORS

Martin Campus, W 164-C Registration is required by January 6, 1998.

Cost: \$20 Max. 25 students

Instructor: Patti Emplainscourt Tues/Thur. Jan. 13 - May 7 8 - 8:50 a.m.

This is a body toning and aerobic conditioning class using nautilus equipment. It is designed for overall conditioning and muscle development and is a great weight maintenance and osteoporosis prevention program.

OPTION 3: LIFETIME LEARNING INSTITUTE

FOR A \$10 YEARLY MEMBERSHIP FEE PLUS A \$35 SEMESTER FEE, ADULT STUDENTS MAY TAKE ANY OF THE SELECTED COURSES. There are no formal requirements for membership in the Lifetime Learning Institute other than senior status (a minimum of fifty-five years of age) and an interest in continued learning. Students in the program do not have to hold any special academic or experience requirements. To register for any of these classes which are part of the Lifetime Learning Institute, please refer to the Registration Information at the beginning of the Continuing Education schedule or contact the Continuing Education Division, (205) 391-2386.

As part of Shelton State's community outreach program, a volunteer board of directors oversees the Lifetime Learning Institute. Members of the board are: Jean O'Connor-Snyder, President; Larry Mund, President Elect; Geri Elmore, Secretary; Kelle Lea, Treasurer; James Cowden; Charles Adams; Joyce Ochoa; Joyce Lamont; Jo Ann Cook; Malford Espey, Jr.; Allison Park; Carol Tingle; JoAnn Miles; and Lou Anne Beckham. Representing Shelton State are Fran Viselli and June Hollingsworth.

CEU 221-01 LIFE WRITING - AUTOBIOGRAPHY FOR SENIORS

Martin Campus E CF #2 10 sessions Registration is required by January 27, 1998.

Instructor: Katherine Alexander Tues. Feb. 3 - April 14 2-5 p.m.

No matter who you are, where you were born, or where you live, you have a story to tell. Whether you are 18 or 80 or any age in between, there is no time like the present to write your life story. This is one of the most rewarding and lasting projects you will ever undertake. For fun and value, sign up for this course.

CEU 236-01 ANTIQUES FOR SENIORS

Martin Campus E CF #2 10 sessions Registration is required by January 7, 1998.

Instructor: Charles Snowden Wed. Jan. 14 - Mar. 18 1-2 p.m.

This class is designed for those interested in antiques. Covered in the course will be information regarding the identification, purchase, care, repair, appraisal, and insurance of antique furniture as well as a discussion of metals, ceramics, glass, textiles, and paper.

CEU 223-01 CURRENT EVENTS

Martin Campus E CF #2 6 sessions Registration is required by March 27, 1998.

Facilitator: Fran Viselli Mon. April 6 - May 11 10-11 a.m.

Experts from our community will join each session to provide interesting information and stimulating discussion of current event topics affecting our world today. Topics include changing technology, wars in the world, our Constitution then and now, and more.

CEU 255-01 GETTING THE MOST MILEAGE FROM YOUR DOLLAR

Martin Campus E CF #2 7 sessions Registration is required by January 22, 1998.

Instructor: Brock Jones, Tommy Nettles, Bill Tate & Rufus Lewis

Thurs. Jan. 29 - Mar. 19 3-4 p.m.

This course is designed to advise and inform class participants regarding the managing of finances, planning for retirement, investments and legal matters frequently affecting seniors, and available retirement benefits. Topics include bonds and C.D.'s stock, equities, the stock market, mutual funds, estate planning and social security.

CEU 253-01 WALLFLOWER TO "W-O-W"

Martin Campus E CF #2 6 sessions Registration is required by January 19, 1998.

Instructor: Jo Ann Cook Mon. Jan. 26 - Mar. 2 10-11 a.m.

This course is designed to help you select clothing that is flattering to your figure, personal coloring, enhances your presence and well-being. Topics include: selecting flattering colors, selecting flattering clothing lines, wardrobe planning, using accessories to extend your wardrobe and enhance your clothing style, dressing for a younger image, and creativity in dress.

CEU 233-01 BASIC INTERNET FOR SENIORS

Martin Campus W 244-E 4 sessions Registration is required by March 26, 1998.

Instructor: David Brasfield Thurs. April 9 - April 30 2-4 p.m.

The goal for this class will be to "de-mystify" the Internet and to provide information that will encourage an understanding of the tools and technology associated with accessing and using the Internet. Topics for discussion include Internet history and overview, getting access, Internet software, technical terminology finding information on the Internet; World Wide Web, e-mail, information available on the Internet, mailing lists and news groups, and Internet relay chat. Please note that the lab does not allow for class participants to be on-line during the Internet training. However, excellent information is shared regarding use of the Internet to allow you to become a more proficient user. The instructor will project the use of the Internet on a screen for student observation.

CEU 299-01 BIRD WATCHING

Martin Campus E CF #2 4 sessions Registration is required by March 13, 1998.

Instructor: Dr. Jim Thompson Fri. March 20 - April 17 10-11 a.m.

The first two sessions for this course will be informational with the last two sessions to be bird identification field trips with the times and locations to be determined by the class. Items needed for the course include a set of binoculars and a guide book for bird identification. *Peterson's Guide to Eastern Birds* and *National Geographic Guide to North American Birds* are suggested guide books for use in the class. Topics for discussion include backyard birding; feeders to attract birds; birds and their habitats; seasonal birds and good birding spots.

SEMINARS SPONSORED BY THE LIFETIME LEARNING INSTITUTE

CEU 296-01 SOUTHERN HOSPITALITY & ALABAMA TRADITION

Martin Campus E CF #2 1 session Registration is required by January 22, 1998.

Instructor: Jean O'Connor-Snyder Thurs. Jan. 29 10-12 noon Cost \$10

The LifeTime Learning Institute is sponsoring this seminar that will focus on formal and informal entertaining, table settings with design, etiquette and manners the southern way, and why our hospitality is so special. Please bring a brown bag lunch to be enjoyed at the conclusion of the seminar.

CEU 297-01 COMMUNITY BY DESIGN

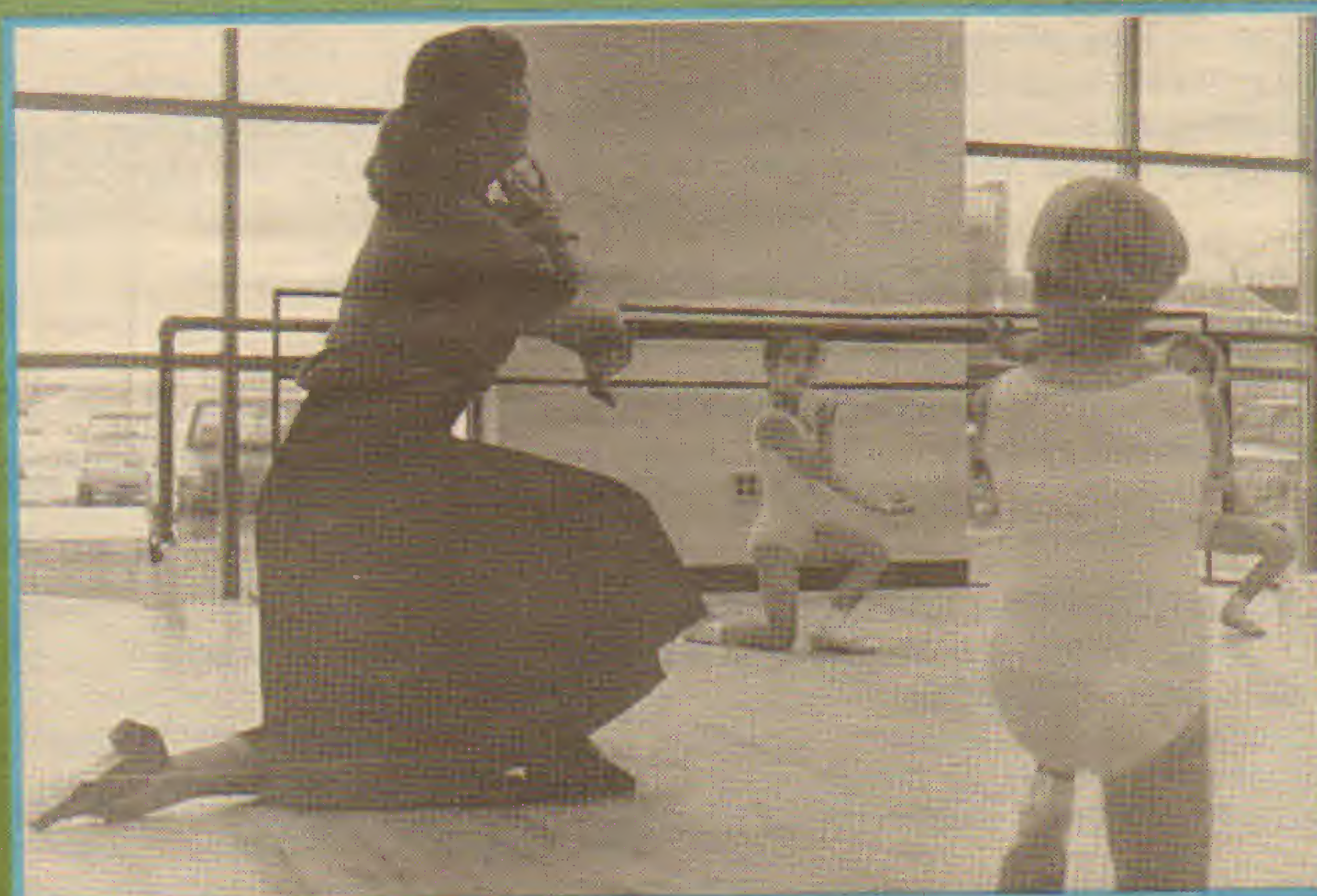
Martin Campus W 281 1 session Registration is required by February 18, 1998.

Special Guest Speaker - Marsha Folsom, Former First Lady

Thurs. Feb. 26 9-12:30 p.m. Cost \$10

The LifeTime Learning Institute is very pleased to sponsor this one day seminar. Alabama's former First Lady, Marsha Folsom, will present this outstanding program discussing the characteristics of a community and how to develop the leadership skills and networking techniques that will affect public policy through grass roots organizing. Please bring a brown bag lunch to be enjoyed at the conclusion of the seminar.

SHELTON STATE - ALABAMA'S JUNIOR COLLEGE OF THE FINE ARTS!



This past spring the Alabama legislature passed a resolution naming Shelton State the "Junior College of the Fine Arts for the State of Alabama." Through the years, the college's Fine Arts Division has distinguished itself in the West Alabama area. Many graduates have gone on to careers in the arts. For others, the quality of their lives improved through Shelton's programs.

Music, art, dance, speech and theater are offered through the Fine Arts Division. All of these programs are housed in the fine arts wing of Shelton's new campus. Theatre Tuscaloosa will move to its new facility on campus in the spring of 1998.

The music facility includes a choral rehearsal hall, band room, lecture room, three teaching studios, practice rooms and a new state-of-the-art piano lab with instruments furnished by Southeastern Music Company and Yamaha Corporation. There are four major performing groups in the department, the Shelton Singers, Brass Ensemble, Jazz Ensemble, and the Bach to Rock group.

The music department offers a number of courses in the areas of voice, piano, music appreciation, theory, guitar, and computer application in music. Class piano, class guitar, and class voice are three courses designed especially for people in the community who are interested in improving their musical talents.

Under the direction of Louise Crofton, the department of dance offers a wide range of classes for children and adults. College-level courses are offered for credit and non credit. A new college-level class, contemporary dance, will be offered this spring for actors and others interested in public speaking and will include ballroom, musical theatre, folk dancing, and historical dance. Ballet classes are offered at the intermediate and advanced levels. Classes are also offered for students who are not majoring in dance.

Shelton also offers classes in ballet, movement, theatre dance for students as young as four and one-half years of age. Students are entered for Royal Academy of Dancing examinations.

The art department is located across from the entrance to the new theatre and offers classes in drawing, painting, photography, composition, art history and art for teachers. A new ceramics area is planned for the future as well as a three-dimensional studio for sculpture classes. A darkroom where students can develop and print their photographs is also included in the new facility. There is also a new gallery that will feature various types of art exhibitions during the year. Krist Lien is Shelton's art instructor.

Shelton's theater department is one of the most visible departments on campus. Courses are offered in theatre appreciation, acting techniques, theatrical make-up, stage craft, stage movement, and theatre workshop. Students work with local theatre productions, such as those produced by Theatre Tuscaloosa. Paul Looney, theater instructor and executive producer of Theatre Tuscaloosa, is the key link between the college and Theatre Tuscaloosa. This spring Theatre Tuscaloosa will move to its new location in the Fine Arts wing. The new theater area will house all of Theatre Tuscaloosa's operations, such as offices, rehearsal halls, and shops. The new theater will seat approximately 500 people.